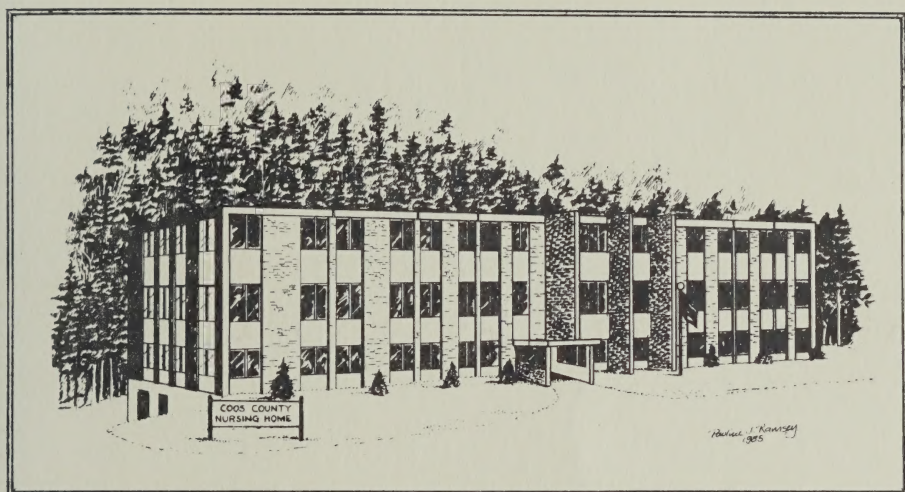


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STATE of NEW HAMPSHIRE

# COOS COUNTY



## ANNUAL REPORT

FOR THE  
YEAR ENDING DECEMBER 31

# 1984



STATE OF NEW HAMPSHIRE

ANNUAL REPORT  
OF  
COOS COUNTY

FOR THE  
YEAR ENDING DECEMBER 31  
1984

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OUR COVER - Coos County Nursing Home in Berlin  
Drawing by Pauline Ramsey of the Activities Dept.



# COUNTY OFFICERS

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1985

## COUNTY COMMISSIONERS

Norman S. Brungot - Chairman, Colebrook  
A. M. Sue Trottier - Clerk, Berlin  
Thomas R. Corrigan, Lancaster

## TREASURER

Paul E. Fortier, Milan

## REGISTER OF DEEDS

Warren A. Bartlett, Lancaster

## REGISTER OF PROBATE

J. Robert Savage, Berlin

## JUDGE OF PROBATE

Frederick J. Harrigan, Colebrook

## SUPERIOR COURT

Richard P. Dunfey, Chief Justice  
Robert Mekeel, Clerk  
Stephen Merrill, Attorney General  
Pierre J. Morin, County Attorney  
John D. Morton, Sheriff

## MEDICAL REFEREES

Brian A. Beattie, M.D., Lancaster  
William H. Gifford, M.D., Colebrook

## SUPERINTENDENT/COORDINATOR

Frederick W. King, Sr., Stewartstown

## ADMINISTRATOR, Stewartstown

Noella Cote, Berlin

## ADMINISTRATOR, Berlin

Beatrice H. Coulombe, Gorham

## WELFARE DIRECTOR

Roderick Ross, Gorham

## ACCOUNTING SUPERVISOR

Suzanne L. Collins, Colebrook

REPRESENTATIVES TO THE GENERAL COURT

- - - - -

- DISTRICT NO. 1: Colon Chappell, Pittsburg  
Beaton Marsh, Colebrook
- DISTRICT NO. 2: Frederic A. Foss, Columbia
- DISTRICT NO. 3: Josephine Mayhew, Northumberland
- DISTRICT NO. 4: Lynn C. Horton, Lancaster
- DISTRICT NO. 5: Harold W. Burns, Whitefield
- DISTRICT NO. 6: Phoebe A. Chardon, Jefferson
- DISTRICT NO. 7: Lawrence J. Guay, Gorham  
Donald F. Lamontagne, Gorham
- DISTRICT NO. 8: Norman A. Brideau, Berlin  
Catherine M. Brungot, Berlin  
Yvonne Coulombe, Berlin  
Lucille A. Ottolini, Berlin  
Romeo J. Theriault, Berlin  
Elmer H. York, Berlin

DELEGATION OFFICERS

Harold W. Burns, Chairman  
Lawrence J. Guay, Vice Chairman  
Josephine Mayhew, Clerk

COOS COUNTY DELEGATION MEETING  
February 4, 1984

A full Delegation Meeting was held in the Coos County Home in Berlin. Chairman Oleson called the meeting for 10 o'clock on Saturday, February 4, 1984. The following members were present: Lynn Horton, Harold Burns, Lawrence Guay, Otto Oleson, Norman Brideau, Yvonne Coulombe, George Lemire, Romeo Theriault, David King, Colon Chappell, and Alcide Valliere. Eleven present constituted a quorum, making the meeting legal.

Commissioners Corrigan and Lemire were present as well as Administrator Langell, Superintendent King, and Rod Ross of the County Welfare Office.

Chairman Oleson read the budget and found most items were near the amount budgeted, but the welfare items were out of proportion due to more cases and more expensive cases. The Income sheet was accepted as read. Superintendent King gave us a briefing on what he plans to do on the farm; the herd will be reduced by approximately 38 head, and the milking herd will be 70 head, more or less.

Administrator Langell said that as of February 1, 1984, there were eighteen names on the waiting list; the home is 98% filled. The home in Stewartstown is 83% filled. Both homes are licensed for 100 beds. Representative Horton moved to accept the readings and Representative Brideau seconded the motion.

RESOLUTION

Be it resolved by the Coos County Delegation duly convened on this fourth day of February, 1984, that the Coos County Commissioners are hereby authorized to transfer from the West Stewartstown Nursing Hospital line item in the 1983 Coos County Budget funds to supplement the following named accounts in addition to the \$94,349.00 previously authorized:

Audit	\$1,728
County Attorney	1,026
Register of Deeds	1,069
Sheriff's Department	753
Medical Referees	193
Board and Care of Children	8,809
Welfare Administration	340
Farm	2,400
Debt Service	2,620
	<u>\$18,938</u>

Nothing in this resolution in any way authorized the Coos County Commissioners to overspend the 1983 budget in total.



Motion by: Representative Horton  
Seconded by: Representative Brideau

Votes in Favor: 11  
Votes Opposed: 0

Representative Theriault moved to adjourn, seconded by Representative Brideau.

Respectfully submitted,

Alcide Valliere  
Clerk of Coos County Delegation

COOS COUNTY DELEGATION MEETING  
March 10, 1984

A full Delegation Meeting was held at the Nursing Hospital in West Stewartstown on March 10, 1984, to approve the 1984 Budget. The meeting was called to order promptly at 10:00 A.M. by Chairman Oleson. The Pledge of Allegiance was followed by the roll call which found the following present: County Commissioners Brungot, Corrigan and Lemire; Superintendent Frederick King; Administrator John Langell; and County Welfare Clerk Rod Ross as well as Representatives David King, Colon Chappell, Lynn Horton, Phoebe Chardon, Harold Burns, Lawrence Guay, Otto Oleson, Yvonne Coulombe, Norman Brideau, and Alcide Valliere.

Each item in the budget was discussed and reviewed; wherever we thought a cut was appropriate, it was voted to reduce that item. Frederick King, Superintendent of the County Institution, answered our questions to our satisfaction. The only new agency in the budget is the Food Pantry which was allotted \$3,000. The Delegation felt that Food Pantry was a worthwhile endeavor worth funding.

- #1 - Rep. Guay moved to accept \$13,950 for Commissioner's Salaries, seconded by Rep. King. Vote was 9 yeas and 0 nays.
- #2 - Rep. Burns moved to accept \$32,905 for Administration Expense, seconded by Rep. King. Vote was 9 yeas and 0 nays.
- #3 - Rep. Guay moved to accept \$2,250 for Treasurer's Salary, seconded by Rep. Coulombe. Vote was 9 yeas and 0 nays.
- #4 - Rep. Guay moved to accept \$2,800 for Treasurer's Expense, seconded by Rep. Chappell. Vote was 8 yeas and 1 nay.



- #5 - Rep. Guay moved to accept \$3,200 for County Reports and Notices, seconded by Rep. Chardon. Vote was 9 yeas and 0 nays.
- #6 - Rep. Horton moved to accept \$5,000 for Audit Expense, seconded by Rep. Brideau. Vote was 9 yeas and 0 nays.
- #7 - No action necessary
- #8 - Rep. Chardon moved to accept \$20,000 for Attorney's Salary, seconded by Rep. Guay. Vote was 8 yeas and 1 nay.
- #9 - Rep. Coulombe moved to accept \$15,850 for Attorney's Expense, seconded by Rep. Valliere. Vote was 8 yeas and 1 nay.
- #10 - Rep. Horton moved to accept \$7,500 for Medical Referees, seconded by Rep. Coulombe. Vote was 9 yeas and 0 nays.
- #11 - Rep. Chardon moved to accept \$20,000 for Register of Deeds Salary, seconded by Rep. Horton. Vote was 7 yeas and 2 nays.
- #12 - Rep. Chardon moved to accept \$35,000 for Register of Deeds Expense, seconded by Rep. Horton. Vote was 9 yeas and 0 nays.
- #13 - Rep. Chardon moved to accept \$4,350 for Register of Probate Expense, seconded by Rep. Horton, Vote was 8 yeas and 1 nay.
- #14 - Rep. Guay moved to accept \$2,000 for Sheriff's Salary, seconded by Rep. Coulombe. Vote was 9 yeas and 0 nays.
- #15 - Rep. Coulombe moved to accept \$80,150 for Sheriff's Expenses, seconded by Rep. Brideau. Vote was 8 yeas and 1 nay.
- #16 - Rep. Guay moved to accept \$28,852 for Berlin Courthouse Expense, seconded by Rep. Horton. Vote was 9 yeas and 1 nay.
- #17 - No action necessary.
- #18 - Rep. Horton moved to accept \$29,264 for Lancaster Courthouse Expense, seconded by Rep. Chardon. Vote was 9 yeas and 0 nays.
- #19 - Rep. Coulombe moved to accept \$38,750 for Superior Court Expense, seconded by Rep. King. Vote was 9 yeas and 0 nays.
- #20 - Rep. Coulombe moved to accept \$35,520 for Welfare Administration, seconded by Rep. Valliere. Vote was 9 yeas and 0 nays.

- #21 -Rep. Guay moved to accept \$100,000 for Children's Aid, seconded by Rep. Brideau. Vote was 9 yeas and 0 nays.
- #22 - Rep. Chardon moved to accept \$10,000 for Soldier's Aid, seconded by Rep. King. Vote was 9 yeas and 0 nays.
- #23 - Rep. Guay moved to accept \$58,000 for County Welfare, seconded by Rep. Horton, Vote was 9 yeas and 0 nays.
- #24 - Rep. Guay moved to accept \$1,150,000 for Old Age Assistance, seconded by Rep. Coulombe. Vote was 9 yeas and 0 nays.
- #25 - Rep. Chardon moved to accept \$1,831,434 for Nursing Hospital - Stewartstown, seconded by Rep. King. Vote was 9 yeas and 0 nays.
- #26 - Rep. Guay moved to accept \$12,200 for Nursing Hospital Specials, seconded by Rep. Brideau. Vote was 9 yeas and 0 nays.
- #27 - Rep. Horton moved to accept \$325,572 for the Jail and House of Correction, seconded by Rep. King. Vote was 9 yeas and 0 nays.
- #28 - Rep. Burns moved to accept \$220,405 for the County Farm, seconded by Rep. Horton, Vote was 8 yeas and 1 nay.
- #29 - Rep. Burns moved to accept \$46,000 for Farm Specials, seconded by Rep. Horton. Vote was 9 yeas and 0 nays.
- #30 - Rep. Chardon moved to accept \$6,000 for Land Management Contract, seconded by Rep. Valliere. Vote was 8 yeas and 1 nay.
- #31 - Rep. Guay moved to accept \$1,946,080 for the Coos County Nursing Home in Berlin, seconded by Rep. Chappell. Vote was 9 yeas and 0 nays.
- #32 - No action necessary.
- #33 - Rep. Chardon moved to accept \$79,672 for the Cooperative Extension Service, seconded by Rep. Horton. Vote was 7 yeas and 2 nays.
- #34 - Rep. Chardon moved to accept \$6,698 for the Soil Conservation District, seconded by Rep. Brideau. Vote was 8 yeas and 1 nay.
- #35 - Rep. Coulombe moved to accept \$7,000 for Senior Meals, seconded by Rep. King. Vote was 9 yeas and 0 nays.
- #36 - Rep. Guay moved to accept \$8,000 for R.S.V.P., seconded by Rep. Valliere. Vote was 9 yeas and 0 nays.

- #37 - Rep. Chardon moved to accept \$7,000 for Family Planning, seconded by Rep. Chappell. Vote was 9 yeas and 0 nays.
- #37A- Rep. Chardon moved to accept \$3,000 for Food Pantry, seconded by Rep. Chappell. Vote was 9 yeas and 0 nays.
- #38 - Rep. Burns moved to accept \$129,500 for Interest on Short Term Notes, seconded by Rep. Coulombe. Vote was 9 yeas and 0 nays.
- #39 - Rep. Burns moved to accept \$80,000 for Principal Payments on Bonded Debt, seconded by Rep. Horton. Vote was 9 yeas and 0 nays.
- #40 - Rep. Horton moved to accept \$13,670 for Interest on Long Term Notes, seconded by Rep. Chardon. Vote was 9 yeas and 0 nays.
- #41 - Rep. Coulombe moved to accept \$81,800 for Principal Payments on Long Term Notes, seconded by Rep. Guay. Vote was 9 yeas and 0 nays.
- #42 - Rep. Valliere moved to accept \$7,000 for Unincorporated Town Expense, seconded by Rep. Guay. Vote was 9 yeas and 0 nays.
- #43 - Rep. Horton moved to accept \$5,000 for Delegation Expense, seconded by Rep. Chardon. Vote was 9 yeas and 0 nays.

Representative Horton moved to accept the budget as read and that was seconded by Representative Chardon. The Delegation voted in favor.

Upon reconvening after lunch, the revenues were voted upon.

- #11 - Rep. Horton moved to accept anticipated revenues from the Register of Deeds of \$55,000, seconded by Rep. Valliere. Vote was 9 yeas and 0 nays.
- #25 - Rep. King moved to accept anticipated revenues of \$1,763,700 from the Nursing Hospital - Stewartstown, seconded by Rep. Chardon. Vote was 9 yeas and 0 nays.
- #28 - Rep. Burns moved to accept anticipated revenues of \$228,000 from the County Farm, seconded by Rep. Guay. Vote was 9 yeas and 0 nays.
- #31 - Rep. Chardon moved to accept anticipated revenues of \$1,920,000 from the County Nursing Home in Berlin, seconded by Rep. Coulombe. Vote was 9 yeas and 0 nays.



- #16 - Rep. Chappell moved to accept anticipated revenues of \$9,600 from Berlin Courthouse Rentals, seconded by Rep. Brideau. Vote was 9 yeas and 0 nays.
- #40 - Rep. Chardon moved to accept \$53,000 in anticipated revenues from Interest on Investments. Vote was 9 yeas and 0 nays.
- #41 - Rep. Horton moved to accept \$5,000 in anticipated revenues from Motor Vehicle Taxes, seconded by Rep. Chardon. Vote was 9 yeas and 0 nays.
- Rep. Brideau moved to accept anticipated revenues of \$500 from Welfare Reimbursements, seconded by Rep. Chappell. Vote was 9 yeas and 0 nays.
- Rep. Chardon moved to accept anticipated revenues of \$7,000 from New Hampshire Shared Revenues, seconded by Rep. Brideau. Vote was 9 yeas and 0 nays.
- Rep. Horton moved to accept anticipated revenues of \$2,500 from Miscellaneous Sources, seconded by Rep. Guay. Vote was 9 yeas and 0 nays.
- #42 - Rep. Chardon moved to accept \$4,500 in anticipated revenues from Refunds from Unincorporated Towns, seconded by Rep. King. Vote was 9 yeas and 0 nays.
- #43 - Rep. Horton moved to accept \$58,200 in anticipated revenues from Proceeds of Long Term Notes, seconded by Rep. Chardon. Vote was 9 yeas and 0 nays.
- #44 - Rep. Horton moved to accept \$175,000 from General Revenue Sharing, seconded by Rep. Coulombe. Vote was 9 yeas and 0 nays.
- #45 - Rep. Chardon moved to accept anticipated revenues of \$90,000 from Payment in Lieu of Taxes, seconded by Rep. Brideau. Vote was 9 yeas and 0 nays.
- #46 - Rep. Burns moved to accept \$107,558 as Surplus Used to Reduce Taxes, seconded by Rep. Brideau. Vote was 9 yeas and 0 nays.

Representative Valliere moved to accept the Revenue Sheet as read, seconded by Representative Brideau. The Delegation voted in favor.

#### RESOLUTION #1

Be it resolved by the Coos County Convention duly convened on this 10th. day of March, 1984, that the sums hereinafter detailed in this resolution are hereby appropriated and the total amount for the fiscal year ending December 31, 1984, shall be \$6,511,372.00.

MOTION BY: Rep. Coulombe

SECOND BY: Rep. Brideau

VOTES IN FAVOR: 9

VOTES OPPOSED: 0

#### RESOLUTION #2

Be it resolved that the sum of \$4,479,558.00 is hereby adopted as the estimated income from sources indicated for the fiscal year ending December 31, 1984.

MOTION BY: Rep. Guay

SECOND BY: Rep. Horton

VOTES IN FAVOR: 9

VOTES OPPOSED: 0

#### RESOLUTION #3

Be it further resolved that, the total appropriation being in excess of the total estimated income in the amount of \$2,031,814.00, the Treasurer shall issue his warrant to the Towns and City in this County for this amount.

MOTION BY: Rep. Horton

SECOND BY: Rep. Brideau

VOTES IN FAVOR: 9

VOTES OPPOSED: 0

#### RESOLUTION #4

Be it resolved that Federal General Revenue Sharing Funds for the 1984 fiscal year be allocated as follows:

1. Welfare Items \$175,000

MOTION BY: Rep. Coulombe

SECOND BY: Rep. Horton

VOTES IN FAVOR: 9

VOTES OPPOSED: 0

RESOLUTION #5

Be it resolved that \$107,558.00 of the operating surplus for the year 1983 be appropriated in the 1984 Budget for the purpose of reducing taxes for 1984.

MOTION BY: Rep. Coulombe

SECOND BY: Rep. Horton

VOTES IN FAVOR: 9

VOTES OPPOSED: 0

RESOLUTION #6

Be it resolved that the Coos County Delegation duly convened on the 10th. day of March, 1984, does hereby authorize the County Commissioners to borrow in long term notes not to exceed three years the funds necessary to purchase the following items found as "Specials" in the fiscal budget:

1. Nursing Hospital Specials	\$12,200.00
2. Farm	<u>46,000.00</u>
TOTAL	\$58,200.00

MOTION BY: Rep. Horton

SECOND BY: Rep. Brideau

VOTES IN FAVOR: 9

VOTES OPPOSED: 0

The above resolutions were acted upon by the Coos County Convention on this date, March 10, 1984, and all resolutions were passed as shown.

A motion by Representative Coulombe to adjourn was seconded by Representative Chappell. Chairman Oleson called the meeting closed at 3:15 P.M.

Respectfully submitted,  
ALCIDE E. VALLIERE  
Clerk of County Convention



COOS COUNTY DELEGATION MEETING  
April 28, 1984

A full Delegation Meeting was held in the Coos County Nursing Home in Berlin to review the quarterly revenues and expenditures for January, February and March. Chairman Oleson called the meeting to order at 10:00 A.M. A roll call found the following members present: Representatives Otto Oleson, Harold Burns, Norman Brideau, Lawrence Guay, George Lemire, Lynn Horton, Romeo Theriault, Alcide Valliere. A quorum was present; the meeting was legal. Other officials present were Commissioner Corrigan; Ex-Administrator Langell, who will be replaced by Beatrice Coulombe; Superintendent King; and Administrator Noella Cote who is in Stewartstown.

Chairman Oleson read each item on the expense sheet and items were within the range of 25% expended. Superintendent King explained a few items that have been fully expended for 1984 since they are charged only annually.

Representative Horton moved to accept the reading of the expense sheet and that was seconded by Representative Brideau.

Administrator Noella Cote was welcomed to her first Delegation meeting. She spoke on some changes which are forthcoming such as accepting patients for short term which was not done in the past as well as other items to be instituted shortly.

The Income Sheet was next in line and the revenues for the first three month period were running true to form.

Representative Theriault moved to accept the reading of the Revenue Statement and this motion was seconded by Representative George Lemire. The Delegation supported the motion.

Mr. Langell explained the savings arrived at by installing the Power Management System and a very substantial energy savings is being envisioned for the coming years. Jack thanked the Commissioners and Delegation for their cooperation and he was given a rousing round of applause. Beatrice Coulombe was groomed as a very capable replacement for Jack and the Delegation welcomed her as the new Administrator for the Coos County Home in Berlin.

A motion to adjourn was made by Representative Valliere and this was seconded by Representative Guay. Chairman Oleson declared the meeting adjourned. All agreed.

Respectfully submitted,  
Alcide Valliere  
Coos County Delegation Clerk

## EXECUTIVE MEETING

Superintendent King called for an executive meeting to explain to the Delegation the present and future problems at the County Jail. After all business was taken care of, the Delegation adjourned.

## COOS COUNTY DELEGATION MEETING August 4, 1984

Chairman Oleson delayed the meeting in order that the members of the Delegation could view the Home Coming Day Parade which originated from the County Home grounds. It was well organized and enjoyed by all.

The Chairman called the meeting to order at 10:30 A.M. The roll call followed with eleven members present; namely, Colon Chappell, David King, Romeo Theriault, Elmer York, George Lemire, Yvonne Coulombe, Norman Brideau, Lawrence Guay, Otto Oleson, Phoebe Chardon, and Alcide Valliere. Also in attendance were Commissioners Norman Brungot and Gerard Lemire, Administrators Beatrice Coulombe and Noella Cote, and Superintendent Fred King.

Chairman Oleson read the Statement of Expenditures and one item was overexpended - the Sheriff's budget. John Morton was in attendance and explained that the trip to California to bring back a man and woman wanted by the local authorities was the cause of overspending. A motion by George Lemire, seconded by Norman Brideau, to accept the expense sheet was voted on and all votes were in favor.

The Revenue Statement was next and every item was close to 50% received. Elmer York moved to accept the revenue statement, seconded by Romeo Theriault, and the vote was in favor.

Representative Elmer York moved to accept the sum of \$40,000 for the proposed Forest Conservation Fund Budget; that was seconded by Representative Lawrence Guay and approved by the Delegation - 11 yeas and 0 nays.

## RESOLUTION

Be it resolved by the Coos County Delegation duly convened on the 4th. day of August, 1984, that the Coos County Commissioners are hereby authorized to expend the funds received from the sale of surplus farm vehicles and machinery for the purpose of purchasing a loader for one of the County's farm tractors.

It is understood that such a purchase will conform to the requirements of RSA 28:8.

MOTION BY: Rep. King  
SECOND BY: Rep. Theriault

VOTES IN FAVOR: 11  
VOTES OPPOSED: 0

Respectfully submitted,  
Alcide Valliere  
Coos County Delegation Clerk

COOS COUNTY PUBLIC HEARING  
September 22, 1984

This meeting was called by the County Commissioners. From 9:00 A.M. to 10:00 A.M., the Delegation toured the County Jail and House of Correction facility to view the most recent renovations at that facility. Now space has become a problem - too many inmates are being sent to jail for longer periods than before, and more room must be made available.

At the public hearing, there was much discussion and many suggestions. At 12:15 P.M., the public hearing ended.

COOS COUNTY DELEGATION MEETING  
September 22, 1984

Immediately following the public hearing, the Delegation met to act upon the request of the Commissioners. Members present were Representatives Chappell, King, Horton, Burns, Guay, Oleson, Brideau, York, and Valliere as well as Superintendent King and Commissioner Lemire.

RESOLUTION #1

Be it resolved that the Coos County Delegation duly convened on this 22nd. day of September, 1984, does hereby authorize a supplemental appropriation to the 1984 Coos County Budget of \$8,000. This sum is authorized for expenditure of funds for an architectural review of the County Jail and House of Correction.

MOTION BY: Rep. York  
SECOND BY: Rep. Brideau

VOTES IN FAVOR: 9  
VOTES OPPOSED: 0



## RESOLUTION #2

Be it resolved that the Coos County Delegation duly convened on this 22nd. day of September, 1984, does hereby authorize the County Treasurer to borrow in long-term notes prior to December 31, 1984, the sum of \$8,000 to finance the cost of an architectural review.

MOTION BY: Rep. Horton

SECOND BY: Rep. Guay

VOTES IN FAVOR: 9

VOTES OPPOSED: 0

## RESOLUTION #3

Be it resolved that the Coos County Delegation duly convened on this 22nd. day of September, 1984, that the amended total of the 1984 Coos County Budget shall be \$6,519,372.00

MOTION BY: Rep. Horton

SECOND BY: Rep. York

VOTES IN FAVOR: 9

VOTES OPPOSED: 0

## RESOLUTION #4

Be it resolved by the Coos County Delegation duly convened on this 22nd. day of September, 1984, that the amended total of estimated income from all sources except taxation shall be \$4,487,558.00.

MOTION BY: Rep. Valliere

SECOND BY: Rep. Burns

VOTES IN FAVOR: 9

VOTES OPPOSED: 0

A motion to adjourn made by Representative Chappell was seconded by Representative Brideau and all members approved.

Respectfully submitted,  
Alcide E. Valliere  
Clerk of Coos County Delegation

COOS COUNTY DELEGATION MEETING  
November 17, 1984

A meeting of the County Delegation was held at the Coos County Nursing Home in Berlin on November 17, 1984, to review the revenues and expenditures for the first nine months of Fiscal Year 1984.

Chairman Oleson called the meeting to order at 10:30 A.M. Delegation members present were Colon Chappell, Lynn Horton, Phoebe Chardon, Otto Oleson, Lawrence Guay, Norman Brideau, Romeo Theriault, George Lemire, Elmer York, and Alcide Valliere. Ten members were present; therefore, the quorum was in attendance to make the meeting legal. In addition, Superintendent King, Commissioner Lemire, and Administrator Cote were present.

The meeting proceeded rapidly. Each item on the Statement of Expenditures was mentioned and most were within the range of being 75% expended. A motion to accept the Statement of Expenditures was made by Lynn Horton and seconded by Representative Brideau. It was approved by nine members with Representative Theriault dissenting.

The Revenue Statement was next on the agenda and that too was accepted by the Delegation. A motion by Representative Brideau to accept the Revenue Statement was seconded by Representative Valliere and unanimously approved by the Delegation.

Administrator Noella Cote explained to the Delegation a new program that she is implementing at the Home and that met favorably with the members of the Delegation.

RESOLUTION #1

Be it resolved by the Coos County Delegation duly convened on this 17th. day of November, 1984, that the Coos County Commissioners are hereby authorized to transfer from line items in the 1984 County Budget that will be underspent on December 31, 1984, funds to supplement the following named accounts in the stated amounts:

Sheriff's Department	\$22,000
Medical Referees	6,000
Superior Court	3,500
Jail/House of Correction	10,000
County Farm	12,000
TOTAL	<u>\$53,500</u>

Nothing in this resolution in any way authorizes the County Commissioners to overexpend the 1984 budget in total.

MOTION BY: Rep. Horton  
SECOND BY: Rep. York

VOTES IN FAVOR: 9  
VOTES OPPOSED: 1 (Representative Theriault)

RESOLUTION #2

Be it resolved by the Coos County Delegation duly convened on this 17th. day of November, 1984, that the Coos County Commissioners are authorized to expend from funds known as "Crime Commission Fund" being in the amount of \$1,054.00, a sum not to exceed \$1,054.00 to provide room for storage of inmates outside winter clothes at the Coos County Jail.

MOTION BY: Rep. Theriault  
SECOND BY: Rep. Brideau

VOTES IN FAVOR: 10  
VOTES OPPOSED: 0

A motion to adjourn the meeting was made by Representative Chappell and seconded by Representative Chardon. All were in agreement.

Respectfully submitted,  
Alcide Valliere  
Clerk of Coos County Delegation

COOS COUNTY DELEGATION MEETING  
December 5, 1984

The Coos County Delegation caucused in Room 106 of the Legislative Office Building. Present were Representatives Chappell, Marsh, Foss, Mayhew, Horton, Burns, Chardon, Guay, Lamontagne, Brideau, Brungot, Coulombe, Ottolini, Theriault, and York.

By mutual agreement between candidates for Chairman, Rep. York and Rep. Burns, Rep. Burns, former Delegation Vice-Chairman, served as temporary Chairman, and Rep. Chardon served as temporary clerk.

Representative Guay moved that the Delegation agree to accept the vote for officers taken at the December 5 caucus as the official vote for officers for the 1985-87 biennium at a meeting to be held at the County Courthouse in Lancaster on December 11, 1984. The motion was seconded by Rep. Horton.



Rep. Chardon moved to amend the motion by adding "and that the vote taken on December 5 be by secret ballot". The amendment was accepted by Reps. Guay and Horton and the vote to approve the motion was unanimous.

Rep. Horton nominated Rep. Burns for Chairman of the Coos County Delegation, seconded by Rep. Brungot. Rep. Theriault nominated Rep. York, seconded by Rep. Brideau. Rep. Horton moved that the nominations be closed, seconded by Rep. Coulombe. The vote that nominations cease was approved unanimously. Rep. Burns appointed Rep. Horton as ballot clerk; Rep. York appointed Rep. Guay. The result of the secret ballot was Burns - 10, and York - 5.

Rep. Burns noted that he accepted the post of Chairman with pleasure and that he appreciated the confidence placed in him. All returning members of the Delegation will remain on the sub-committees on which they currently serve unless they indicate a different preference to Chairman Burns.

Rep. Horton nominated Rep. Guay for Vice Chairman, seconded by Rep. Lamontagne. Rep. Coulombe moved that the Clerk cast one ballot for Rep. Guay, seconded by Rep. Horton. The vote was unanimous.

Rep. Guay nominated Rep. Mayhew for Clerk, seconded by Rep. Coulombe. Rep. Coulombe moved that the Clerk be instructed to cast one ballot for Rep. Mayhew, seconded by Rep. Horton. The vote to approve was unanimous.

It was moved by Rep. Mayhew, seconded by Rep. Horton, that the entire Coos County Delegation serve on the County Finance Committee. The vote was unanimous.

The Delegation will meet at the County Courthouse in Lancaster at 10:00 A.M. on December 11, 1984, in order to entertain a motion to ratify the actions of the December 5th. caucus. A hearing on the 1985 Coos County Budget will be held at 10:00 A.M. on December 15, 1984, at the County Courthouse in Berlin.

A motion to adjourn was made by Rep. Coulombe, seconded by Rep. Chardon, and approved by Rep. Burns.

Respectfully submitted,  
Phoebe A. Chardon  
Temporary Clerk  
Coos County Delegation

COOS COUNTY PUBLIC HEARING  
December 15, 1984

The Coos County Public Hearing on the Budget for Fiscal Year 1985 was opened at 10:10 A.M. by Chairman Burns at the Berlin Courthouse.

Delegation members present were Representatives Chappell, Marsh, Foss, Mayhew, Burns, Chardon, Guay, Lamontagne, Brideau, Brungot, Coulombe and Theriault.

Others present included County Commissioners Brungot, Corrigan, and Lemire; Superintendent/Coordinator King; Treasurer Fortier; Sheriff Morton; Attorney Morin; personnel from County Administration; and the public.

Discussion of the budget was delayed for passage of a resolution authorizing the County Treasurer to proceed with the financial business of the County.

RESOLUTION #1

The monies in the treasury of the County of Coos, being insufficient to meet the demands upon the same and the sum of one million seven hundred fifty thousand dollars (\$1,750,000), being the estimated amount necessary for the purpose of operating the County for Fiscal Year 1985, the Coos County Treasurer, Paul E. Fortier, is hereby authorized to borrow the required sum upon order of the County Commissioners, pursuant to RSA 29:8. The amounts are not to exceed the stated amount.

The above motion was made by Rep. Coulombe and seconded by Rep. Chardon and was passed by the Coos County Delegation on the fifteenth day of December, 1984.

VOTES IN FAVOR: 12  
VOTES OPPOSED: 0

The public hearing resumed. Mr. King explained the Revenue Sharing Budget and although the Revenue Sharing program is now questionable at the Federal level, he did not expect the 1985 allocation would be affected. He explained that the Commissioners plan to apply \$150,000 of Federal Revenue Sharing Funds during 1985 against Welfare items as they have traditionally done in the past. He asked for any suggestions or recommendations from the public; there were none.

The first section of the budget to be discussed was Social Service Agencies, items 36 - 41. Pam Dorland informed the Delegation and public about the activities of the RSVP program. Cathy McDowell

gave information on Family Planning. Mary Jo Landry discussed the Response Program which deals with victims and families of family violence. Carl Lord, Coordinator for Food Pantry, gave us a rundown on the Food Pantry locations countywide and facts about the soup kitchen in Berlin. Martha Hanners spoke on the home delivered Senior Meals.

The balance of the budget, beginning with Administration, was opened for discussion. It was explained thoroughly, line by line, by Mr. King. All questions from the Delegation and/or public were answered by Mr. King, the Board of Commissioners, or other County Administrators.

The overall budget increase for 1985 is 10%; wage and salary increases as presented were projected for an 8% increase.

The court system has gone through some radical changes in the past year and more changes will result from the passage of the Uniform Court System RSAs. It is difficult to assess at this time what it will cost the County for mandated changes in the courthouse buildings. The Criminal Justice Programs have dramatically increased in costs due to the increase in our criminal population. The census in the County Jail has increased 220% over the past three years and the census in the House of Correction 25% in the same period.

The hearing adjourned for lunch at 12:15 P.M. and resumed at 1:30 P.M.

A note that was explained to the Delegation and public was that the State sponsored and mandated programs take 59¢ of every tax dollar; these programs are mandated and because they are our statutory responsibility must be funded. The major part of these programs are the public assistance programs - items 10 and 11.

The enterprise funds, items 22 - 28, were explained to be the County's revenue producing items in the budget. The appropriations budgets are almost fully supported by user charges. In addition, the County is also repaid for some of the services provided to unincorporated towns.

The Extension Service personnel explained their request for computer related software. The University System would provide them with the hardware; however, the County is being requested to fund the software and peripherals.

The Mayor of the City of Berlin stated his concern regarding the increase in the budget and suggested that the Delegation and Administration look for ways to cut the increase.

The Delegation expressed its sincere appreciation to outgoing Commissioner Lemire.

The meeting adjourned at 2:30 P.M.

Respectfully submitted,  
Josephine Mayhew  
Clerk of Coos County Delegation



## REPORT OF THE COOS COUNTY COMMISSIONERS

The Commissioners of Coos County herewith submit the reports of the County Officials and Departments for the 1984 Fiscal Year.

Nineteen eighty-four has been a year of change in the County. The Superintendent and Administrator in West Stewartstown retired in January and the Administrator of the nursing home in Berlin retired in April. Their skills and experience have been missed but we can report that the transition went well and the business of the County continues to be well managed.

The nursing home in Berlin completed the year with a substantial operating surplus. At the nursing hospital in West Stewartstown the low census problem that has plagued the facility for several years appears to be on the upswing. We will continue to be cognizant of the changes in the health care field and will modify the County's operation to keep up to date with the changes.

The Coos County Farm managed a modest operating profit but as we prepare this report we are not optimistic for the dairy industry's long term future. However, we project that in nineteen eighty-five the farm will not be a burden on the taxpayers and that it will continue to support the other County operations as it has in the past.

One area of concern to the Commissioners is the area of corrections. The Jail and House of Correction have seen a 47% overall increase in population with the Jail alone having an increase of 120%. At this time, there is a survey underway to determine if additional beds are needed to accommodate this dramatic increase.

The first year of state operation of the Superior Court system is complete. Much remains to be done in this area and we look for the Legislature in the next session to address the questions of cost to the County, space allocation, and possible renovations in our courthouses.

The welfare programs of the County continue to increase; the costs of providing special services to children has become an uncontrollable expense. This will receive the special attention of the Welfare Department in the next fiscal year.

We wish to thank the County's employees, the Delegation, and the public for their support. We look forward to the next twelve months with hope and confidence that Coos County will continue to meet the needs of its citizens.

Norman S. Brungot, Chairman  
A. M. Sue Trottier, Clerk  
Thomas R. Corrigan

N O T E S  
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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF REVENUE ADMINISTRATION



Budget of ..... C O O S ..... County

APPROPRIATIONS AND ESTIMATES OF REVENUE

For the Calendar Year January 1, 19.84. . to December 31, 19.84. .

or

For the Fiscal Year from July 1, 19. .... to June 30, 19. ....

R.S.A., Chap. 24, Sect. 21. The county commissioners shall deliver or mail to each member of the county convention, the chairman of the board of selectmen in each town and the mayor of each city within the county and to the secretary of state prior to the fifteenth day of February annually, a statement of the condition of the county treasury on the preceding December thirty-first, or if the county is on an optional fiscal year basis pursuant to RSA 31:94-a, prior to the fifteenth day of August a statement of the condition of the county treasury on the preceding June thirtieth, accompanied by their itemized recommendations of the sums necessary to be raised for the county in the year next ensuing, stating therein in detail the objects for which the money is required. No county convention shall vote appropriations for the ensuing budget period until twenty-eight days shall have elapsed from the mailing of such statements.

SECTION I		1983	1983	1983	1983
PURPOSE OF APPROPRIATION		APPROPRIATIONS	ACTUAL	EXPENDITURES	APPROPRIATIONS
		PREVIOUS	PREVIOUS	PREVIOUS	ENSUING
		FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR
					1984
Current Maintenance:	Acct. Nos.				
General Government:					
Administration — Commissioners' Office	4100	52,669 00	51,680 00	50,055 00	
Administration — Treasurer	4101	5,555 00	4,896 00	5,050 00	
Administration — Auditors'	4102	5,000 00	6,798 00	5,000 00	
County Attorney	4110	26,500 00	27,526 00	35,850 00	
Register of Deeds	4120	45,000 00	46,069 00	55,000 00	
Register of Probate	4130	6,500 00	10,806 00	4,350 00	
Sheriff	4140	74,000 00	74,753 00	82,150 00	
Medical Referee	4150	6,000 00	7,393 00	7,500 00	
Maintenance of Court House (1st Loc.) Berlin	4160	28,345 00	25,415 00	28,852 00	
Maintenance of Court House (2nd Loc.) Lanc.	4170	28,621 00	27,072 00	29,264 00	
Superior Court (1st Loc.)	4180	116,750 00	107,423 00	38,750 00	
Superior Court (2nd Loc.)	4181				
Public Welfare	4190	1,268,064 00	1,322,899 00	1,353,520 00	
Special Requests—Social Serv. Agencies		19,000 00	19,000 00	25,000 00	
County Nursing Home: Berlin		1,904,200 00	1,824,387 00	1,946,080 00	
Administration	5100				
Property and Related Expense	5110				
Dietary	5130				
Nursing	5140				
Plant Operation	5150				
Laundry and Linen	5160				
Housekeeping	5170				
Physicians and Pharmacy	5180				
Special Services	5190				
County Nursing Hospital—Stewartstown		1,795,800 00	1,627,353 00	1,831,434 00	
County Jail:					
Jail Expense	6100	299,700 00	288,551 00	325,572 00	
County Farm:					
Farm Expense	7100	208,300 00	210,700 00	220,405 00	
Land Management Contract	8100	6,000 00	6,000 00	6,000 00	
Cooperative Extension Service:					
Expense	8360	74,600 00	71,904 00	79,672 00	
Conservation District	8400	6,288 00	6,217 00	6,698 00	
Debt Service:					
Interest:					
On Tax Anticipation Notes	9100	140,000 00	142,228 00	129,500 00	
On Long Term Notes	9110	11,350 00	11,742 00	13,670 00	
On Bonded Debt	9120				
Principal:					
Tax Anticipation Notes	9150				
Long Term Notes	9160	81,000 00	81,000 00	81,800 00	
Bonded Debt	9170	80,000 00	80,000 00	80,000 00	
Capital Outlay, New Construction and Equipment:					
Administration		30,000 00	38,130 00		
Courthouse—1st Location		1,000 00	1,000 00		
Nursing Hospital		68,800 00	82,392 00	12,200 00	
County Farm		17,000 00	19,650 00	46,000 00	
Nursing Home		7,000 00			
County Convention Expense	9370	4,500 00	3,430 00	5,000 00	
Unincorporated Town Expense	9500	4,100 00	2,012 00	7,000 00	
Contingency Fund	9900				
TOTAL APPROPRIATIONS		6,421,642 00	6,228,426 00	6,511,372 00	



SECTION II SOURCES OF REVENUE		1983	1983	1984
		ESTIMATED REVENUE PREVIOUS FISCAL YEAR	ACTUAL REVENUE PREVIOUS FISCAL YEAR	ESTIMATED REVENUE ENSUING FISCAL YEAR
Current Income:	Acct. Nos.			
Superior Court — Fines and Forfeited Bail	4010	10,000 00	5,336 00	00
Register of Deeds — Fees	4011	50,000 00	54,207 00	55,000 00
Sheriff's Writ Fees	4012			
County Nursing Home:		1,936,000 00	1,932,663 00	1,920,000 00
Patient Income (Nos. 5020, 1, 2, 3)				
Miscellaneous Income (Nos. 5025, 6)				
County Nursing Hospital		1,737,000 00	1,590,570 00	1,763,700 00
County Jail:				
Jail	6040	00	1,060 00	00
County Farm:				
Farm (Nos. 7050, 1, 2, 3, 4, 5, 6, 7, 9)		213,000 00	212,320 00	228,000 00
Income Other Than Current Revenue:				
Interest (Nos. 9060, 1, 2)		40,000 00	81,709 00	53,000 00
Welfare:				
Old Age Assistance	9071			
Direct Relief	9072	500 00	3,562 00	500 00
Board and Care of Children	9073			
Surplus Foods	9074			
Area Communication Service	9080			
Other: Register of Probate		00	8,314 00	
Courthouse Rentals		9,600 00	9,500 00	9,600 00
Unincorporated Town Expense		1,600 00	1,500 00	4,500 00
Payment in lieu of Taxes		90,000 00	94,361 00	90,000 00
M.V. Resident, Int/Div. Yield & Other Taxes		14,500 00	56,613 00	14,500 00
Proceeds of Bonds and Long Term Notes		93,800 00	93,800 00	58,200 00
Revenue Sharing Funds <del>Used</del> **	9085	121,000 00	135,825 00	175,000 00
Surplus Used to Reduce Tax Rate	9099	100,000 00	100,000 00	107,558 00
Total Income From All Sources Except Taxation		4,417,000 00	4,381,340 00	4,479,558 00
*Amount Necessary To Be Raised by County Tax	4000	2,004,642 00	2,004,642 00	2,031,814 00
<b>TOTAL REVENUES</b>		<b>6,421,642 00</b>	<b>6,385,982 00</b>	<b>6,511,372 00</b>

\*Total estimated "Income From All Sources Except Taxation" deducted from estimated "Appropriations" should give "Amount Necessary to be Raised by County Tax."

A certified copy of this Budget as voted by the County Convention should be filed with the Division of Municipal Accounting, Department of Revenue Administration.

\*\*Rev. Shar. from Pre. Yr. 26,939.64  
 Rev. Shar. Rec'd 135,825.00  
 Rev. Shar. Used 121,000.00  
 Reserved for FY84 41,764.64

I hereby certify that this is a true copy of the Budget as voted by the County Convention.

Chairman Allen H. Olson

Clerk Alfred E. Tallner

County Convention

N O T E S  
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STATE OF NEW HAMPSHIRE  
DEPARTMENT OF REVENUE ADMINISTRATION



(SUPPLEMENTAL) Budget of ..... C O O S ..... County

APPROPRIATIONS AND ESTIMATES OF REVENUE

For the Calendar Year January 1, 1984 . . to December 31, 19. 84 .

or

For the Fiscal Year from July 1, 19. . . . . to June 30, 19. . . . .

R.S.A., Chap. 24, Sect. 21. The county commissioners shall deliver or mail to each member of the county convention, the chairman of the board of selectmen in each town and the mayor of each city within the county and to the secretary of state prior to the fifteenth day of February annually, a statement of the condition of the county treasury on the preceding December thirty-first, or if the county is on an optional fiscal year basis pursuant to RSA 31:94-a, prior to the fifteenth day of August a statement of the condition of the county treasury on the preceding June thirtieth, accompanied by their itemized recommendations of the sums necessary to be raised for the county in the year next ensuing, stating therein in detail the objects for which the money is required. No county convention shall vote appropriations for the ensuing budget period until twenty-eight days shall have elapsed from the mailing of such statements.

SECTION I		APPROPRIATIONS	ACTUAL	APPROPRIATIONS
PURPOSE OF APPROPRIATION		PREVIOUS	EXPENDITURES	ENSUING
		FISCAL YEAR	PREVIOUS	FISCAL YEAR
				1984
Current Maintenance:	Acct. Nos.			
General Government:				
Administration — Commissioners' Office	4100			
Administration — Treasurer	4101			
Administration — Auditors'	4102			
County Attorney	4110			
Register of Deeds	4120			
Register of Probate	4130			
Sheriff	4140			
Medical Referee	4150			
Maintenance of Court House (1st Loc.)	4160			
Maintenance of Court House (2nd Loc.)	4170			
Superior Court (1st Loc.)	4180			
Superior Court (2nd Loc.)	4181			
Public Welfare	4190			
County Nursing Home:				
Administration	5100			
Property and Related Expense	5110			
Dietary	5130			
Nursing	5140			
Plant Operation	5150			
Laundry and Linen	5160			
Housekeeping	5170			
Physicians and Pharmacy	5180			
Special Services	5190			
County Jail:				
Jail Expense	6100			
County Farm:				
Farm Expense	7100			
Cooperative Extension Service:				
Expense	8360			
Debt Service:				
Interest:				
On Tax Anticipation Notes	9100			
On Long Term Notes	9110			
On Bonded Debt	9120			
Principal:				
Tax Anticipation Notes	9150			
Long Term Notes	9160			
Bonded Debt	9170			
Capital Outlay, New Construction and Equipment:				
County Jail Architectural Review				8,000 00
County Convention Expense	9370			
Contingency Fund	9900			
TOTAL APPROPRIATIONS				8,000 00



SECTION II SOURCES OF REVENUE		ESTIMATED REVENUE PREVIOUS FISCAL YEAR	ACTUAL REVENUE PREVIOUS FISCAL YEAR	ESTIMATED REVENUE ENSUING FISCAL YEAR 1984
Current Income:	Acct. Nos.			
Superior Court — Fines and Forfeited Bail	4010			
Register of Deeds — Fees	4011			
Sheriff's Writ Fees	4012			
County Nursing Home:				
Patient Income (Nos. 5020, 1, 2, 3)				
Miscellaneous Income (Nos. 5025, 6)				
County Jail:				
Jail	6040			
County Farm:				
Farm (Nos. 7050, 1, 2, 3, 4, 5, 6, 7, 9)				
Income Other Than Current Revenue:				
Interest (Nos. 9060, 1, 2)				
Welfare:				
Old Age Assistance	9071			
Direct Relief	9072			
Board and Care of Children	9073			
Surplus Foods	9074			
Area Communication Service	9080			
Other:				
Proceeds of Bonds and Long Term Notes				8,000 00
Revenue Sharing Funds Used	9085			
Surplus Used to Reduce Tax Rate	9099			
Total Income From All Sources Except Taxation				8,000 00
*Amount Necessary To Be Raised by County Tax	4000			
<b>TOTAL REVENUES</b>				<b>8,000 00</b>

\*Total estimated "Income From All Sources Except Taxation" deducted from estimated "Appropriations" should give "Amount Necessary to be Raised by County Tax."

A certified copy of this Budget as voted by the County Convention should be filed with the Division of Municipal Accounting, Department of Revenue Administration.

I hereby certify that this is a true copy of the Budget as voted by the County Convention.

Chairman

Clerk

County Convention

N O T E S  
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STATE OF  
NEW HAMPSHIRE  
DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION

COUNTY

Revised Statutes Annotated-Chapter 28:3

UNIFORM MUNICIPAL ACCOUNTS

# FINANCIAL REPORT

OF

C O O S C O U N T Y N H

COUNTY

FOR THE

Fiscal Year Ending December 31, 1983.

or

The Fiscal Year Ended June 30, 19....

CERTIFICATE

o

This is to certify that the information contained in this report was taken from official records and is complete and correct to the best of my knowledge and belief.

..... Clerk  
Board of County Commissioners

Date.....March 30, 1984.....

When To File: (R.S.A. 71-A:18)

1. For Counties reporting on a calendar year basis, this report must be filed on or before March 1st,

2. For Counties reporting on an optional fiscal year basis (FY ending June 30, ).  
this report must be filed on or before September 1st,

Where To File:

Municipal Services Division, Department of Revenue Administration  
19 Pillsbury Street, Concord, New Hampshire 03301

County of....C O O S.....

BALANCE

ASSETS -					
	Acct. No.				
<b>Cash and Temporary Investments:</b>					
General Fund	1000	181,184	31		
Payroll Fund	1001	1,498	00		
County Nursing Home, Farm and Jail	1002				
Superior Court	1003				
Petty Cash - Sheriff	1009	100	00		
Petty Cash - Commissioners' Office	1010	200	00		
Petty Cash - Register of Deeds	1011	200	00		
Petty Cash - County Nursing Home, Farm and Jail	1012	1,330	00		
Time Deposits - Savings Accounts	1015				
Time Deposits - Certificates of Deposits	1016				
Temporary Investments - U.S. Treasury Bills	1017				
Cash for Special Purposes - Revenue Sharing					
Funds	1020				
Sick Leave Trust Accounts	1018	88,310	21		
Escrow Account - Land Management	1023	1,000	00		
Cash - Capital Projects Funds	1030	8,194	99		
Cash - Crime Commission Funds	1022	1,053	70		
Cash - Capital Reserve Funds (contra)	1050				
Cash - Patient & Sunshine Funds		41,961	78	325,032	99
<b>Accounts Receivable:</b>					
Taxes Due from Towns and Cities	1100	65,749	77		
Commissioners' Office, Farm, & Jail	1110	34,741	19		
County Nursing Home and County Nursing Hospital	1120	245,523	26		
<del>JAXX</del> State of N. H. - Solid Waste Refund	<del>1130</del>	1,500	00		
Farm	1140				
Unredeemed Taxes	1150				
Less: Allowance for Uncollectible Accounts	1190				
U.S. Gov't - General Revenue Sharing		39,885	00	387,399	22
<b>Inventories: (list individual accounts)</b>					
Nursing Home and Nursing Hospital		69,791	40		
Sunshine Fund Inventory		337	05	70,128	45
Less: Reserve For Inventories	1210	(70,128)	45	(70,128)	45
<b>Prepaid Expenses</b>					
	1300				
<b>TOTAL ASSETS</b>					
				712,432	21
<b>Current Surplus (Deficit), December 31, 1982 (June 30, 1982)</b>					
		114,646	00		
<b>Current Surplus (Deficit), December 31, 1983 (June 30, 1983)</b>					
		108,056	97		
<b>Decrease of Surplus(Deficit)- Change in Financial</b>					
Condition				6,589	03



## SHEET

1983 Fiscal Year Ending December 31

LIABILITIES	Acct. No.				
<u>Unexpended Balances of Appropriations and Special Funds:</u>					
Special Appropriations	2010	25,425	49		
Federal Revenue Sharing Funds	2020	41,764	64		
Emergency Employment Act Funds	2021				
Governor's Crime Commission	2022	1,053	70		
Rural Fellowship Grant		700	36		
Capital Projects Funds	2030	9,936	81	78,881	00
Capital Reserve Funds (contra)	2050				
Matured Bonds and Coupons Payable	2079				
<u>Accounts Payable and Encumbrances:</u>					
Commissioners' Office, Farm & Jail	2110	289,430	82		
County Nursing Home & Nursing Hospital	2120	70,272	83	359,703	15
County Jail	2130				
County Farm	2140				
Revenue Sharing Funds	2150				
Other: (list separately)					
<u>Accrued Expenses:</u>					
Commissioner's Office, Farm & Jail		6,641	89		
County Nursing Home & Nursing Hospital		14,885	08	21,526	97
Payroll Deductions		13,992	13	13,992	13
Patient & Sunshine Funds		41,961	78	41,961	78
Designated for Sick Pay		88,310	21	88,310	21
Total Liabilities				604,375	24
Current Surplus (Deficit)		108,056	97	108,056	97
TOTAL LIABILITIES AND SURPLUS (DEFICIT)				712,432	21

**Note:** DO NOT INCLUDE OUTSTANDING LONG TERM INDEBTEDNESS AMONG LIABILITIES  
ON THIS PAGE SUCH DEBT MUST BE REPORTED ON PAGE 8

County of..... C O O S .....

RECEIPTS AND

General Government:	Acct. No.				
Taxes:					
From Towns and Cities	4000				
Property	4001	2,004,642	00		
Motor Vehicle	4002	13,164	00		
Resident	4003	720	00		
Interest & Dividends	4004	3,467	00		
Timber Yield	4005	35,819	00		
Shared Revenues - N. H.		3,443	00		
Superior Court - Fines and Forfeits	4010	5,336	00		
Register of Deeds - Fees	4011	54,207	00		
Sheriff's Writ Fees	4012				
Register of Probate Fees		8,314	00		
Income From Institutions:					
County Nursing Home: Berlin		1,932,663	00		
Social Security, V.A., Retirement Insurance, etc.	5020				
State Welfare	5021				
Private	5022				
County Nursing Hospital: W. Stewartstown		1,590,570	00		
Bad Debts Recovered	5025				
Miscellaneous	5026				
County Jail	6040	1,060	00		
County Farm	7050 to 7059	212,320	00		
Courthouse Rentals		9,500	00		
Cooperative Extension Service (Optional)	8075				
Total Current Revenue Receipts Carried forward to page 6		.	.	5,875,225	00

PAYMENTS

General Government:	Acct. No.				
Administration - Commissioners' Office	4100	51,680	00		
Treasurer	4101	4,896	00		
Auditors	4102	6,798	00		
County Attorney	4110	27,526	00		
Register of Deeds	4120	46,069	00		
Register of Probate	4130	10,806	00		
Sheriff	4140	74,753	00		
Sheriff's Special Grants (list)					
Unincorporated Town Expense		2,012	00		
Medical Referee	4150	7,393	00		
Maintenance of Court House - 1 <sup>st</sup> Location	4160	25,415	00		
Maintenance of Court House - 2 <sup>nd</sup> Location	4170	27,072	00		
Superior Court Both Locations	4180	107,423	00		
Superior Court - 2 <sup>nd</sup> Location	4181				
Public Welfare	4190	1,322,899	00		
County Nursing Hospital: W. Stewartstown		1,627,353	00		
County Nursing Home: Berlin		1,824,387	00		
Administration	5100				
Property and Related Expense	5110				
Dietary	5130				
Nursing	5140				
Plant Operation	5150				
Laundry and Linen	5160				
Housekeeping	5170				
Physicians and Pharmacy	5180				
Special Services	5190				
County Jail	6100	288,551	00		
County Farm	7100	210,700	00		
Land Management Contract		6,000	00		
Cooperative Extension Service	8360	71,904	00		
Soil Conservation Service	8400	6,217	00		
Senior Meals		7,000	00		
R.S.V.P.		7,000	00		
Family Planning		5,000	00		
Total Current Maintenance Expenses Carried forward to					
Page 7		.	.	.	5,768,854 00

## RECEIPTS AND

Total receipts brought forward from page 4	Acct. No.			5,875,225	00
<b>Other Income:</b>					
Interest Earned:					
U.S. Treasury Bills	9060				
Savings Accounts and Certificates of Deposit	9061	71,790	00		
Interest, Fees and Costs on Taxes	9062	9,919	00		
<b>Welfare Reimbursements:</b>					
Old Age Assistance	9071				
Direct Relief	9072	3,562	00		
Board and Care of Children	9073				
Surplus Foods	9074				
Area Communication Service	9080				
Land Damage Settlements	9081				
Insurance Refunds	9082				
N. H. Gas Tax Refunds	9083				
Special Grants	9090				
Unincorporated Towns Refund		1,500	00		
Payment in lieu of taxes		94,361	00		
Revenue Sharing Entitlements		135,825	00		
Interest on Revenue Sharing Investments					
Proceeds - Long Term Notes		93,800	00		
Total Receipts Other Than Current Revenue	. . .			410,757	00
Surplus Used to Reduce Taxes				100,000	00
Total Receipts From All Sources	. . .			6,385,982	00
Cash on hand at beginning of year         (adjusted)	. . .			167,477	00
Grand Total				6,553,459	00



PAYMENTS-(Continued)

Total payments brought forward from page 5	Acct. No.	.	.	.	5,768,854	00
<b>Other Expenditures:</b>						
<b>Debt Service - Interest:</b>						
On Tax Anticipation Notes	9100	142,228	00			
On Long Term Notes	9110	11,742	00			
On Bonded Debt	9120					
<b>Debt Service - Principal:</b>						
Tax Anticipation Notes	9150					
Long Term Notes	9160	81,000	00			
Bonded Debt	9170	80,000	00			
<b>Capital Outlay, New Construction and Equipment:</b>						
Administration	9200	38,130	00			
County Attorney	9210					
Register of Deeds	9220					
Register of Probate	9230					
Sheriff	9240					
Medical Referee	9250					
Court House 1 <sup>st</sup> Location	9260	1,000	00			
Court House 2 <sup>nd</sup> Location	9270					
From Revenue Sharing Funds	9285					
Public Welfare	9290					
Nursing Hospital- W. Stewartstown		82,392	00			
County Farm		19,650	00			
Payments to Capital Reserve Funds	9340					
<b>County Convention Expenses</b>						
	9370	3,430	00			
<b>Contingency Fund</b>						
	9900					
Total Payments for all Purposes		.	.	.	6,228,426	00
Cash on hand at end of year (audited)		.	.	.	325,033	00
Grand Total		.	.	.	6,553,459	00

SCHEDULE OF LONG TERM INDEBTEDNESS  
As of December 31, 1983 June 30, 19 (1)

1. Long Term Notes Outstanding: (List Each Issue Separately)	Purpose of Issue (2)	Amount		
Jail Construction - Phase II	J	50,000	00	...
Farm Capital Improvements	F	40,000	00	...
Nursing Home - Energy Improvements	H	25,212	00	...
Countywide Capital Improvements	CH, H, F	93,800	00	...
				...
2. Total Long Term Notes Outstanding				209,012.00
3. Bonds Outstanding: (List Each Issue Separately)				
Nursing Home	H	600,000	00	...
Nursing Home	H	360,000	00	...
				...
4. Total Bonds Outstanding				960,000.00
5. Total Long Term Indebtedness-December 31, 1983; June 30, 19 (Line 2 Plus Line 4)			.1	169,012.00

(1) Amount of outstanding long term indebtedness must be reported as of the end of the fiscal year, i.e., in Counties reporting on a calendar basis-December 31, 19 ; in Counties reporting on a fiscal year basis-June 30, 19 .

(2) Use code H-Hospital Bonds, CH-Court House, F-Farm, J-Jail, O-Other

RECONCILIATION OF OUTSTANDING LONG TERM INDEBTEDNESS

1. Outstanding Long Term Debt-December 31, 1982; June 30, 19	...		1,241,622.00
2. New Debt Created During Fiscal Year:			
a. Long Term Notes Issued	93,800	00	...
b. Bonds Issued			...
3. Total (Line 2a and 2b)			93,800.00
4. Total (Line 1 and 3)			1,335,422.00
5. Debt Retirement During Fiscal Year:			
a. Long Term Notes Paid	86,410	00	...
b. Bonds Paid	80,000	00	...
6. Total (Line 5a and 5b)			166,410.00
7. Outstanding Long Term Debt-December 31, 1983; June 30, 19 (Line 4 Less Line 6)			1,169,012.00

DO NOT REPORT LONG TERM INDEBTEDNESS AS LIABILITIES ON PAGE 3

CONSOLIDATED BALANCE SHEET  
December 31, 1984

ASSETS:

Cash	\$ 238,751.25
Accounts Receivable - County	40,156.95
Accounts Receivable - W.S. Nursing Hospital	127,347.49
Accounts Receivable - Berlin Nursing Home	128,563.64
Accounts Receivable - Farm	25,670.81
Interfund Receivable - County	2,719.20
Interfund Receivable - W.S. Nursing Hospital	12,626.67
Interfund Receivable - Berlin Nursing Home	8,438.15
Interfund Receivable - Farm	4,391.33
Taxes Receivable	80,746.00
Intergov't. Receivable - Revenue Sharing	34,393.00
Intergov't. Receivable - Soil Conservation	1,738.66
Intergov't. Receivable - County	4,696.80
Prepaid Expense - W.S. Nursing Hospital	1,201.82
Prepaid Expense - Berlin Nursing Home	1,201.82
Prepaid Expense - County	126.00
Prepaid Expense - Farm	6,427.00
Amount to be Provided for Long Term Debt	<u>1,059,494.42</u>
<b>TOTAL ASSETS</b>	<b>\$1,778,691.01</b>

LIABILITIES:

Accounts Payable - County	148,985.75
Accounts Payable - W.S. Nursing Hospital	43,839.82
Accounts Payable - Berlin Nursing Home	32,669.85
Accounts Payable - Farm	8,128.47
Accounts Payable - Payroll	3,882.89
Intergov't. Payable - County	144,000.00
Interfund Payable - County	16,731.35
Accrued Expense - Berlin Nursing Home	7,712.10
Payroll Deductions - W.S. Nursing Hospital	1,878.73
Payroll Deductions - Berlin Nursing Home	1,989.32
Long Term Notes Payable	179,494.42
Bonds Payable	<u>880,000.00</u>
<b>TOTAL LIABILITIES</b>	<b>\$1,469,312.70</b>

FUND EQUITY:

Reserve for Special Revenues:

General Revenue Sharing	20,813.64
R.S.V.P.	2,316.39
Jail Renovations	1,053.70

Reserve for Special Appropriations:

Jail Architectural Special	5,000.00
Farm Special	8,661.04
Computer Special	704.00
W.S. Nursing Hospital Special	3,600.00

Unreserved:

Designated for Sick Pay - W.S. Nursing Hospital	50,599.20
Designated for Sick Pay - Berlin Nursing Home	66,352.04

Undesignated (SURPLUS)	<u>150,278.30</u>
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TOTAL FUND EQUITY	<u>309,378.31</u>
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TOTAL LIABILITIES AND FUND EQUITY	\$1,778,691.01
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Paul E. Fortier  
Treasurer



STATEMENT OF BONDED DEBT  
December 31, 1984

Nursing Home - Berlin	
Original Amount	\$1,000,000
7.2% Interest Rate	

Nursing Home - Berlin	
Original Amount	\$ 600,000
8.5% Interest Rate	

PAYMENTS DUE:

1985	55,000	30,000
1986	55,000	30,000
1987	55,000	30,000
1988	55,000	30,000
1989	55,000	30,000
1990	55,000	30,000
1991	55,000	30,000
1992	55,000	30,000
1993	55,000	30,000
1994	55,000	30,000
1995	0	30,000
BALANCE DUE:	\$550,000	\$330,000

Paul Fortier  
Treasurer

# STATEMENT OF LONG TERM NOTES

## A. Capital Improvements - Farm

Original Amount 51,000

8.00% Interest Rate

Payments Due:

1985	20,000
------	--------

## B. Energy Improvements - Berlin Home

Original Amount 31,900

9.00% Interest Rate

Payments Due:

1985	6,472
------	-------

1986	7,080
------	-------

1987	5,742
------	-------

## C. Capital Improvements - County

Original Amount 93,800

7.70% Interest Rate

Payments Due:

1985	52,000
------	--------

1986	30,000
------	--------

## D. Capital Improvements - Farm, Jail & West Stewartstown Nursing Hospital

Original Amount 58,200

7.40% Interest Rate

Payments Due:

1985	10,000
------	--------

1986	25,000
------	--------

1987	23,200
------	--------

Paul Fortier  
Treasurer

SCHEDULE OF COUNTY PROPERTY  
Appraisal - December 31, 1982

Description	Estimated Sound Value
-------------	-----------------------

WEST STEWARTSTOWN

Nursing Hospital	\$2,500,000
Jail and House of Correction	800,000
Hay and Cow Barn	285,000
Piggery	40,000
Frame Garage	12,000
Manure Shed	10,000
Machinery Shed	12,000
Superintendent's House	75,000
Land	100,000

LANCASTER

Courthouse	750,000
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BERLIN

Nursing Home	3,500,000
Courthouse	630,000

TOTAL	<hr/> \$8,714,000
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COUNTY TAX APPORTIONMENT  
1984

<u>CITY/TOWN:</u>	<u>Apportionment of Total Tax</u>	<u>Amount of Tax</u>	<u>Percent of Tax</u>
Berlin	\$ 290.27	\$ 589,774.00	29.03%
Carroll	31.77	64,551.00	3.18
Clarksville	11.71	23,793.00	1.18
Colebrook	52.35	106,364.00	5.24
Columbia	15.45	31,392.00	1.54
Dalton	18.58	37,751.00	1.85
Dummer	8.24	16,742.00	0.83
Errol	14.73	29,929.00	1.47
Gorham	109.97	223,439.00	11.00
Jefferson	27.32	55,509.00	2.73
Lancaster	83.66	169,981.00	8.36
Milan	29.28	59,492.00	2.92
Northumberland	86.95	176,665.00	8.70
Pittsburg	46.82	95,130.00	4.68
Randolph	21.35	43,379.00	2.13
Shelburne	20.38	41,408.00	2.05
Stark	12.50	25,398.00	1.25
Stewartstown	23.23	47,199.00	2.32
Stratford	21.02	42,709.00	2.10
Whitefield	49.41	100,392.00	4.94
	<hr/>	<hr/>	
	\$ 974.99	\$1,980,997.00	

UNINCORPORATED TOWNS:

Atkinson-Gilmanton Grant	.49	996.00	
Bean's Purchase	.27	549.00	
Cambridge	2.40	4,876.00	
Crawford's Purchase	.10	203.00	
Dix Grant	.59	1,199.00	
Dixville	5.96	12,110.00	
Erving's Grant	.10	203.00	
Green's Grant	.75	1,524.00	
Martin's Location	.08	163.00	
Millsfield	2.09	4,246.00	
Odell	1.79	3,637.00	
Pinkham's Grant	1.31	2,662.00	
Sargent's Purchase	.69	1,402.00	
Second College Grant	1.23	2,499.00	
Success	2.64	5,364.00	
Thompson & Meserve Purchase	1.47	2,987.00	
Wentworth Location	3.05	6,197.00	
	<hr/>	<hr/>	
	\$ 25.01	\$ 50,817.00	2.50
	<hr/>	<hr/>	
	\$1,000.00	\$2,031,814.00	100.00%



GENERAL REVENUE SHARING  
TRUST FUND REPORT

1984

Balance in Fund, January 1, 1984	\$ 41,764.64
Credits from Federal Government during 1984	154,049.00
	<u>\$195,813.64</u>
Funds Allocated for Welfare Assistance in the 1984 Budget	175,000.00
	<u>                    </u>
Balance in Fund, December 31, 1984	\$ 20,813.64

Paul Fortier  
Treasurer

N O T E S  
=====

B U D G E T  
COOS COUNTY, NEW HAMPSHIRE

JANUARY 1, 1985 TO DECEMBER 31, 1985

NORMAN S. BRUNGOT, CHAIRMAN  
THOMAS R. CORRIGAN  
A.M. SUE TROTTIER

BOARD OF COUNTY COMMISSIONERS

# COOS COUNTY

## 1985 PROPOSED BUDGET

ACCOUNT TITLE	A P P R O P R I A T I O N S		R E V E N U E S	
	1984 BUDGET	EXPENDED TO 12/31 1985 BUDGET	1984 BUDGET	RECEIVED TO 12/31 1985 BUDGET
ADMINISTRATION				
1. Commissioners' Salaries	13,950	13,950		
2. Administration Expense	41,105	40,151		
3. Treasurer's Salary	2,250	2,250		
4. Treasurer's Expense	2,800	401		
REGISTER OF DEEDS				
5. Register's Salary	20,000	19,971		
6. Register's Expense	35,000	33,839	55,000	55,000
7. Register's Specials	00	00		
COURTHOUSE EXPENSE				
8. Berlin Courthouse	28,852	27,938		
9. Lancaster Courthouse	29,264	29,795	9,600	9,600
PUBLIC ASSISTANCE PROGRAMS				
10. Welfare Administration	35,520	33,544		
11. Soldier's Aid	10,000	9,009		
12. County Welfare	58,000	41,023	500	500
*13. Board/Care - Children	100,000	110,147	00	00
*14. State Assistance Programs	1,150,000	1,118,443		
STATE COURT SYSTEMS				
*15. Superior Court	38,750	42,270	00	00
*16. Probate Court	4,350	2,961		

CRIMINAL JUSTICE PROGRAMS

17. Sheriff's Department	82,150	104,897	104,150	
18. County Attorney	35,850	37,989	37,970	
19. Medical Referees	7,500	12,552	10,000	
20. Jail/House of Correction	325,572	346,573	396,845	00
21. Jail/House of Correction Specials	8,000	00	1,500	1,111

ENTERPRISE FUNDS

22. West Stewartstown Nursing Hospital	1,831,434	1,756,829	1,974,220	1,763,700	1,663,541	1,860,900
23. Nursing Hospital Specials	12,200	2,938	20,000			
24. Berlin Nursing Home	1,946,080	1,888,948	2,136,770	1,920,000	1,961,438	2,055,000
25. Nursing Home Specials	00	00	33,000			
26. County Farm	220,405	227,256	209,315	228,000	229,965	209,500
27. Farm Specials	46,000	45,540	29,000			
28. Land Management Cont.	6,000	5,970	10,000			

EXTENSION SERVICE AND  
SOIL CONSERVATION SERVICE

29. Cooperative Extension Service	79,672	78,514	88,613	
30. Coop. Extension Service Specials	00	00	3,772	
31. Soil Conservation Service	6,698	6,570	7,140	

DEBT SERVICE

32. Principal - Long Term Notes	81,800	81,800	82,000	66,200	58,200	89,470
33. Principal - Bonded Debt	80,000	80,000	85,000			
34. Interest - Short Term Notes	129,500	118,855	126,875	53,000	79,401	85,000
35. Interest - Long Term Notes	13,670	13,479	550			

SOCIAL SERVICE AGENCIES

36. R.S.V.P. - County/State, etc.	8,000	10,508	10,000	00	3,592	00
37. R.S.V.P. - Federal	00	17,698	00	00	18,930	00
38. Family Planning	7,000	7,000	7,000			
39. Response Program	00	00	3,000			
40. Food Pantry	3,000	3,000	3,000			
41. Senior Meals	7,000	7,000	10,000			



UNINCORPORATED TOWNS

42. Special Services 7,000 3,000 4,500 3,000 4,500

COUNTY DELEGATION

43. Delegation Expenses 5,000 2,900 5,000

OTHER REVENUES/EXPENSES

44. Federal Tax Payment			90,000	95,946	90,000
45. Federal Revenue Sharing			175,000	175,000	150,000
46. M.V./Resident/Shared Rev.			14,500	23,542	22,700
47. Surplus			107,558	107,558	50,000
48. Property Taxes			2,031,814	2,032,112	2,508,035
49. Workmen's Compensation Premium			00	22,431	00
50. Miscellaneous			00	4,662	00

GRAND TOTALS

6,519,372 6,385,508 7,190,205 6,548,689 7,190,205

# BUDGET OF COOS COUNTY - 1985

## ADMINISTRATION

### APPROPRIATIONS

**FUNCTIONS:** The administration of Coos County is vested in the three member board of commissioners who are elected every two years from three districts in the county. The commissioners are responsible for all of the operations of the various county departments that are not under the statutory control of other elected officials. Their management duties relate to budget, legal, financial obligations and personnel direction as mandated by New Hampshire statutes. The care and custody of all county property, county programs and day to day activities of county government are their elected responsibilities.

The county treasurer is responsible for the collection and receipt of all county funds, for the safe custody of these funds and for their disbursement according to the law.

**GOALS:** The goal of the administration of Coos County is to assure that all operations and the business of the county are carried out in an efficient and cost effective manner and that all laws and regulations of both the state and the federal government are adhered to at all times.

	Approved Appropriations 1984	Actual Expenditures 1984	Recommended Budget 1985
1. Commissioners' Salaries	13,950	13,950	13,950
2. Administration Expense:			
Employee Salary	19,000	19,067	20,520
Social Security (FICA)	2,485	2,311	2,450
Life Insurance	72	37	50
Health Insurance	898	659	800
Retirement	1,000	918	1,170
Workmen's Compensation	65	(819)	105
Unemployment Insurance	120	91	105

Outside Legal Service	200	500	200
Office Supplies	500	949	500
Advertising	200	964	200
Communications	1,800	1,604	1,800
Employee Travel/Expense	2,500	2,696	1,500
Commissioners' Travel/Expense	4,000	3,711	7,000
Officer Liability Insurance	265	105	150
Audit Services	5,000	4,685	5,000
County Report	3,000	2,673	3,000
	<u>\$41,105</u>	<u>\$40,151</u>	<u>\$44,550</u>

### 3. Treasurer's Salary

	2,250	2,250
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### 4. Treasurer's Expense

Deputy Treasurer's Salary	00	00	300
Social Security (FICA)	180	158	180
Workmen's Compensation	00	7	10
Other Supplies/Expense	420	236	420
Fidelity Bonds	2,200	00	1,500
	<u>2,800</u>	<u>401</u>	<u>2,410</u>

## REGISTER OF DEEDS

**FUNCTIONS:** The Register of Deeds is responsible for the recording of all property records, recording and maintenance of documents presented for recording; The production of the index to the record; the consolidation of the indices; the collection and distribution of the NH transfer tax money; the continuing repair and custody of all books and equipment and for the day to day activity of this office. The Register of Deeds is elected to this office every two years.

**GOALS:** During 1985 the Register of Deeds will continue to repair and restore the records of his office as part of the long term goal of complete restoration of the land records of the county.

5. Register's Salary	20,000	19,971	20,500
6. Register's Expense:			
Clerks' Salaries	16,600	16,157	19,480
Social Security (FICA)	2,570	2,529	2,820
Life Insurance	110	37	50
Health Insurance	2,080	1,843	2,380
Retirement	1,000	794	785
Workmen's Compensation	135	89	120
Unemployment Insurance	00	142	190
Record Books	2,700	1,802	2,700
Office Supplies	1,700	2,624	2,200
Communications	700	641	700
Book Repair	6,055	5,425	6,500
Equipment Rental	1,000	1,394	1,500
New Equipment	350	362	500
	<hr/> 35,000	<hr/> 33,839	<hr/> 39,925
7. Register's Specials	00	00	2,200
	<hr/> 00	<hr/> 00	<hr/> 2,200

#### COURTHOUSE EXPENSE

**FUNCTIONS:** Coos County maintains two courthouses in the county. In addition to the Fall term of court, the Berlin facility houses the Sheriff's office, the County's Welfare office and other space which is rented to non-profit social service agencies as well as an office for the Commissioners. The Lancaster Courthouse provides facilities for the Spring term of court, the Register of Deeds office, the Probate Court office, the office for the Clerk of Court and the County Extension office.

GOALS: The Courthouses, despite their age, are in good repair although not modern in their facilities. With the change over of court responsibility, it can be expected that the Coos County courthouses will be in need of improvement in order for them to meet the present standards for security and other operational requirements of the unified court system. During 1985, the County Commissioners will work with the Delegation and Legislature to develop a long range plan for the future of the County's two courthouses.

8. Berlin Courthouse				
Janitor's Salary	9,752	10,214	11,055	
Social Security (FICA)	710	715	780	
Life Insurance	35	19	20	
Health Insurance	695	616	800	
Retirement	310	248	255	
Workmen's Compensation	430	503	520	
Unemployment Insurance	120	95	105	
Supplies and Expenses	1,600	1,357	1,600	
Electricity	7,000	6,871	7,700	
Water	300	340	400	
Sewer	200	126	150	
Fuel	4,000	4,183	4,400	
Building Repairs	1,500	850	1,500	
Plowing and Salting	200	255	200	
General Liability Insurance	2,000	1,546	1,600	
	<u>28,852</u>	<u>27,938</u>	<u>31,085</u>	



9. Lancaster Courthouse			
Janitor's Salary	9,554	10,210	11,055
Social Security (FICA)	690	714	780
Life Insurance	20	19	20
Health Insurance	1,800	1,614	2,100
Retirement	00	36	255
Workmen's Compensation	430	492	520
Unemployment Insurance	120	95	105
Outside Services	150	325	350
Supplies and Expenses	1,600	1,563	1,600
Electricity	2,000	1,984	2,300
Water	300	97	300
Sewer	200	88	200
Fuel	8,500	8,934	8,500
Building Repairs	1,500	1,316	1,500
Plowing and Salting	300	320	350
General Liability Insurance	2,100	1,988	2,100
	<u>29,264</u>	<u>29,795</u>	<u>32,035</u>

#### PUBLIC ASSISTANCE PROGRAMS

**FUNCTIONS:** New Hampshire statutes require that public assistance shall be provided to those persons in need when their own resources are inadequate to provide for basic necessities. The General Assistance programs are administered and funded by either the city or town or the county with the determination of the responsible unit of government based on complicated and archaic "Settlement Laws". Recent legislative action has shifted more and more of the costs of these programs onto the counties of the state and thereby relieving the towns and cities of more of the responsibility for their needy.

The property taxpayer provides the funding regardless of which unit of government provides for the service.

The County Welfare Department is responsible for providing as expeditiously as possible for the needy who seek assistance from the department or are referred to the department for help.

The County participates in six public assistance programs. Two of these are fully funded and administered by the County. One of these programs is fully funded by the County but is supervised by the State. The other three programs are fully administered by the State without County control and in these the County participates in the funding on a formula basis.

COUNTY WELFARE and SOLDIERS AID are fully administered and funded by the County. The only difference in these programs lies in a state law that requires that veterans' records must be kept separate from others. The County's guidelines are the same for both of these programs. This form of assistance provides for those who qualify and payment for basic necessities is by voucher. The majority of recipients are unemployed employables or those awaiting transfer to other categorical programs such as: A.F.D.C., A.P.T.D., or S.S.I. These individuals are required to be actively seeking work and must participate in the County's work program as a condition of receiving assistance if physically able and if they are not parents of small children.

CHILDREN'S AID is a program that provides support for children under the age of eighteen removed from their homes by court order and who have been found to be a responsibility of the County. The Court or State determines the placement setting which may be: foster home, group home, or institutional care. The rate for foster care is determined by the County where group home or institutional rates are set by the facility. The determination of placement is the responsibility of the State. The cost of children's aid has risen rapidly in the last two years; reasons include more children with emotional, learning and behavioral problems who are now being sent, by court order, to expensive institutions.

OLD AGE ASSISTANCE is a program that is fully administered by the State and in which the County pays a portion of the cost plus a medical fee per case. This program covers those individuals who are over the age of 65 and lack sufficient income to provide for themselves but are not in need of some form of institutional care.

AID TO PERMANENTLY AND TOTALLY DISABLED provides for those individuals who are between the ages of eighteen and sixty-four who have a disability that prevents them from holding a job. In this case, the disability must be proven to be permanent in nature. This is another program which is totally state controlled and operated and in which the County participates in the funding at the rate of 50% of the cost plus a monthly medical fee.

MEDICAID or in this case Intermediate Nursing Care is a program for individuals who have been medically determined eligible for placement in an I.C.F. nursing home. In order to qualify for this program the person must be medically needy and must have insufficient resources to provide for his/her own care. The State determines eligibility and administers this program. The cost of maintenance of the person in the nursing home is borne by the person himself/herself in the first instance by application of any resources he/she has such as pensions, social security, etc. An individual must contribute his/her entire resources less \$30.00 which he/she may retain each month for personal needs. The difference between his/her own resources and the cost of the care is paid by the State to the nursing home. The State obtains the funds to make the payment from a combination of local funding (the County in this case), State funds appropriated in the State budget and from Federal funds. The formula for sharing of the cost is now approximately 15% State, 25% Local, and 60% Federal. The most recent session of the Legislature increased the local share to 25% from 20% and reduced the State share to 15% from 20%. At the same time, the Federal budget is making cuts in this program. In Coos County, approximately 70% of those individuals in this program for which the County is liable are residents of the two County operated nursing homes. The balance of these individuals reside in other nursing homes in the County or outside of the County. The decision of where an individual is placed is made by the State.

**GOALS:** Goals for the upcoming year include working closely with the State Legislature on new proposed settlement laws and expanding the present workfare program to give all able bodied recipients an opportunity to work for their assistance.

10. Welfare Administration			
Administrator's Salary	18,800	18,727	20,305
Clerical Salary	3,870	3,487	8,380
Social Security (FICA)	1,680	1,553	2,025
Life Insurance	70	46	70
Health Insurance	2,530	1,878	2,100
Retirement	570	455	650
Workmen's Compensation	1,015	826	890
Unemployment Insurance	185	141	210
Office Supplies/Expense	800	707	800
Communications	1,400	1,803	2,000
Travel Expense	4,000	3,718	4,000
Hearing Expense	100	00	100
New Equipment	500	203	500
	<u>35,520</u>	<u>33,544</u>	<u>42,030</u>
11. Soldiers' Aid			
Burial Expense	800	400	800
Investigation Expense	100	00	100
Food	700	350	700
Clothing and Footwear	100	00	100
Medical and Dental Expense	300	105	250
Electricity	750	820	1,000
Water	75	00	75
Sewer	75	00	75
Fuel	900	63	900
Miscellaneous Expense	800	277	500
Rent	5,400	6,994	7,500
	<u>10,000</u>	<u>9,009</u>	<u>12,000</u>

12. County Welfare			
Burial Expense	1,600	1,200	1,600
Investigation Expense	500	00	500
Food	3,000	2,224	3,000
Clothing and Footwear	500	195	500
Board and Care	700	00	00
Medical and Dental Expenses	4,000	3,390	4,000
Electricity	6,000	5,648	6,000
Water	500	00	500
Sewer	500	00	500
Fuel	3,000	1,641	3,000
Miscellaneous Expense	4,000	3,577	6,700
Rent	33,700	23,148	33,700
	<hr/>	<hr/>	<hr/>
	58,000	41,023	60,000
13. Board and Care of Children			
Outside Legal Service	2,000	155	6,000
Clothing and Footwear	500	00	1,000
Board and Care	97,000	108,885	115,000
Medical and Dental Expense	250	898	2,000
Other Miscellaneous Expense	250	209	1,000
	<hr/>	<hr/>	<hr/>
	100,000	110,147	125,000
14. State Assistance Programs			
O.A.A.	40,000	49,366	55,000
A.P.T.D.	220,000	257,652	260,000
Medicaid	850,000	806,063	935,000
Medicaid Supplemental	40,000	5,362	10,000
	<hr/>	<hr/>	<hr/>
	1,150,000	1,118,443	1,260,000



## STATE COURT SYSTEMS

### SUPERIOR COURT

**FUNCTIONS:** In Coos County, the Superior Court has on a regular basis held two terms of court: The Spring term is held in Lancaster and the Fall term in Berlin. The county's two courthouses make it unique in New Hampshire as other counties have consolidated the court functions into one facility. The Superior Court's jurisdiction extends to both civil and criminal cases. It hears civil cases involving disputes of more than a stipulated amount of money; title to real property and domestic re-ligation matters such as divorce; alimony and family support. The court hears criminal cases appealed from the district courts involving violations and misdemeanors. It is the only court for trial of felonies and the only court that has trial by jury. Appeals from the Superior Court go to the State Supreme Court.

The county has supported the Superior Court through provisions of facilities and support of various portions of the operating budgets. The most recent session of the Legislature passed new laws that will now mandate court costs be part of the state budget. However, as is often the case, the unified court system of the State of New Hampshire continues to be a tax drain on the property taxpayers. Each county is mandated to pick up a percentage of a two and a half million dollar shortfall in the court budget. Coos County will be paying in excess of \$100,000.00 as it's share.

**GOALS:** During 1985, the County Commissioners will be seeking to have the state assume all court costs.

### 15. Superior Court

Social Security (FICA)	00	40	00
Psychiatric Evaluations	500	00	00
Law Books	750	841	00
Jury Payroll and Expense	12,000	14,861	00
State vs. Payrolls	00	330	00
Masters Fees	00	2,663	00
Court Steno Fees	17,000	10,755	00
Witness Fees	3,500	6,224	00
Clerk's Office Expense	5,000	6,556	00
Unified Court Assessment	00	00	98,550
	<u>38,750</u>	<u>42,270</u>	<u>98,550</u>

## PROBATE COURT

**FUNCTIONS:** The Probate Court has jurisdiction over the settlement and the administration of the estate trusts and wills; matters of family law such as the termination of parental right and guardianship of minors and their property partition of real estate and the licensing to sell real estate of separated couples; determination of conduct of divorce; the commitment of the mentally ill and the guardianship of the mentally incompetent. Effective July 1, 1984, all functions and financial responsibility of this office transferred to the state as part of the consolidated court system. The one exception to this transfer was the funding for Guardian Ad - Litem expense which remains a county financial responsibility.

16. Probate Court		
Office Supplies	1,850	1,589
Court Attorney/Guardian	2,000	921
Communications	500	451
	<hr/>	<hr/>
	4,350	2,961
		<hr/>
		2,000

## CRIMINAL JUSTICE PROGRAMS

### Sheriff's Department

**FUNCTIONS:** The Sheriff and his deputies, who are part time officials, are responsible for the serving of all civil processes in the County. They support the New Hampshire State Police and the local police department as needed. They serve as the Superior Court security officers and transport all prisoners between the jail and the county's courts. They transport prisoners to jail from the county's police departments when necessary. The Sheriff and his deputies transport all sentenced prisoners between the House of Correction and Jail in Stewartstown to State of New Hampshire facilities when ordered by the Courts to do so.

**GOALS:** The goal of the Sheriff is to provide high quality personnel who are capable of meeting their statutory responsibility in an efficient and cost effective manner.

17. Sheriff's Department			
Sheriff's Salary	2,000	2,000	2,000
Clerk's Salary	2,000	1,997	2,000
Deputy Invest. Salaries	10,000	17,950	17,500
Deputy Ct. Attn. Sal.	9,000	13,920	15,000
Social Security (FICA)	1,800	2,372	2,450
Retirement	3,750	4,157	3,750
Workmen's Compensation	6,350	6,920	6,600
Unemployment Insurance	500	459	400
Officer Training	1,200	1,027	1,200
Extraditions	1,000	4,546	2,000
Office Supplies	800	582	700
Other Supplies/Expense	200	316	300
Sheriff's Invest. Exp.	15,500	15,126	15,500
Deputy Invest. Exp.	9,500	14,274	14,500
Sheriff's Ct. Attn. Exp.	7,000	6,992	7,000
Deputy Ct. Att. Exp.	3,500	5,531	5,000
Uniforms	600	604	600
Communications	5,000	4,363	5,000
Equipment Repairs	00	12	00
General Liability Ins.	1,400	1,400	1,600
Fidelity Bonds	550	00	550
New Equipment	500	349	500
	<hr/> 82,150	<hr/> 104,897	<hr/> 104,150

#### County Attorney

**FUNCTIONS:** As the chief law enforcement person in the county, the County Attorney is responsible for the prosecutorial branch of law enforcement for the entire county. At the present time, the County Attorney devotes at least 50% of his professional time to duties of this office.

The County Attorney works in cooperation with the Sheriff's office, the New Hampshire State Police and with the local police departments in the discussion and evaluation of criminal activity county-wide. This includes the drawing of warrants and complaints, attendance at bail hearings or probable cause hearings in the District Courts and in assisting in misdemeanor cases in District Courts.

The County Attorney prepares and presents felony cases to the Grand Jury which now meets six times a year and prosecutes such cases when necessary in the Superior Court. In addition, the County Attorney is responsible for decisions with the Medical Referees in cases of untimely death.

An additional responsibility of the County Attorney is to represent the county and it's officials in civil cases brought against the County and for providing legal advice to county departments and to it's elected and appointed officials.

GOALS: The goal of the County Attorney is to provide timely and efficient law enforcement throughout the County and to assure all of the citizens of the County that the rights of the individuals and security of personal property will be upheld.

18. County Attorney			
Attorney's Salary	20,000	20,000	20,000
Social Security (FICA)	1,400	1,400	1,410
Workmen's Compensation	62	29	60
Clerical Services	7,500	7,500	8,500
Other Supplies/Expense	6,888	9,060	8,000
	<hr/> 35,850	<hr/> 37,989	<hr/> 37,970
19. Medical Referees			
Medical Referee Service	7,500	12,552	10,000
	<hr/> 7,500	<hr/> 12,552	<hr/> 10,000

Jail and House of Correction

FUNCTIONS: The Coos County Jail and House of Correction exists by statute to protect the communities

within the County by providing a secure, safe and healthy environment where pre-trial detainees and post-trial inmates are incarcerated. This facility is one hundred years old and has undergone a major renovation within the past five years. It now meets all of the standards for correctional facilities.

GOALS: The constant goal of this institution is to provide a humane and just climate whereby the dual functions of punishment and rehabilitation are fulfilled, while preserving the Constitutional Rights of individuals.

During 1984 there was a significant increase in the population in both the Jail and House of Correction and this resulted in overcrowding of inmates and at times a breakdown in control. At a special Delegation meeting in September, 1984, authorization was granted to the Commissioners to start a space study of the existing facility to see if an expansion program is necessary. As of this time, the information is still being gathered and sometime in 1985 the Commissioners will be making their report to the Delegation and citizens of the County.

## 20. Jail and House of Correction

Superintendent's Salary	00	00	5,000
Director's Salary	21,665	21,892	23,400
Guards - C.O. II Salaries	75,750	81,021	92,600
Guards - C.O. I Salaries	69,957	77,082	90,100
Medical Services Sal.	1,200	900	1,300
Training Salaries	00	00	3,700
Social Security (FICA)	12,000	12,663	15,250
Life Insurance	450	473	275
Health Insurance	13,050	13,220	14,500
Retirement	4,000	3,643	5,000
Workmen's Compensation	19,200	18,197	22,020
Unemployment Insurance	1,600	1,266	1,300
Employee Meals	00	00	4,500
Education/Conferences	00	00	500
Employee Physicals	00	00	75
Officer Training	00	00	
(Materials/Consultants)	1,000	445	2,250



Medical Services	8,400	9,967	11,400
Hospitalization	5,000	8,834	10,000
Adm. Supplies/Expense	5,000	5,941	3,000
Other Supplies/Expense	9,400	10,757	9,900
Food/Meals	40,000	41,835	40,000
Uniforms	00	00	800
Female Prisoners	10,000	11,784	12,000
Electricity	7,000	8,172	8,100
Sewer	750	2,123	2,000
Fuel	12,250	9,647	9,000
Communications	00	00	750
Travel	00	00	600
Plant Maint./Repairs	2,400	3,020	2,400
Equipment Repairs	00	00	500
Interest Expense	00	00	600
Liability Insurance	4,000	2,708	3,000
New Equipment	1,500	983	1,025
	<u>325,572</u>	<u>346,573</u>	<u>396,845</u>
21. Jail and House of Correction Specials			
Architectural Service	8,000	00	00
Radio	00	00	1,500
	<u>8,000</u>	<u>00</u>	<u>1,500</u>

# ENTERPRISE FUNDS

## Coos County Nursing Hospital

**FUNCTIONS:** Coos County Nursing Hospital is an Intermediate Care Facility (ICF) of 101 beds which provides health related services on a daily basis. It is licensed by the Bureau of Health Facilities Administration, a division of the Department of Health and Welfare, and admits both private and Medicaid patients for long-term care.

We offer respite care to private patients for short term stays and are proud to announce that under the Home and Community-Based Care Program for the Elderly and Chronically Ill, we will extend this service to Medicaid patients.

**GOAL:** Our goal is to restore, rehabilitate and/or maintain our residents to their maximum potential in their level of functioning.

## 22. West Stewartstown Nursing Hospital

Administrator's Salary	51,000	68,080	45,100
Office Manager's Salary	15,025	15,303	16,250
Office Staff Salaries	32,195	29,322	26,700
Social Security (FICA)	83,000	77,113	5,950
Life Insurance	3,500	1,751	400
Health Insurance	65,500	69,359	9,450
Retirement	29,000	22,287	2,600
Workmen's Compensation	70,000	60,361	300
Unemployment Insurance	16,000	9,912	550
Education and Conferences	00	00	3,000
Legal Services	5,000	4,726	5,000
Audit Services	7,000	9,773	8,000
Consultant Services	00	00	1,500

Office Supplies	12,000	10,461	4,750
Dues, Licenses, and Subscriptions	00	00	1,000
Postage	00	00	3,000
Other Supplies and Expense	00	00	900
Advertising	00	00	50
Telephone	11,000	9,664	14,700
Travel	00	00	2,000
Equipment Repairs	00	00	3,000
General Liability Insurance	8,000	7,337	9,500
New Equipment	00	3,360	950
Administration Totals:	408,220	398,809	164,650
Property Expense			
Interest on Debt	00	00	4,730
Property Expense Totals:	00	00	4,730
Dietary Department			
Food Service Supervisor Salary	18,555	18,868	20,040
Cooks' Salaries	47,500	40,295	54,300
Dietary Aides' Salaries	117,333	121,681	124,020
Dietician's Salary	4,300	4,510	4,470
Social Security (FICA)	00	00	14,300
Life Insurance	00	00	300
Health Insurance	00	00	9,500
Retirement	00	00	4,800
Workmen's Compensation	00	00	11,300

Unemployment Insurance	00	00	2,000
Education and Conferences	00	00	400
Employee Physicals	00	00	350
Dietary Supplies and Expense	21,000	14,691	16,500
Food	170,000	153,490	160,000
Travel	00	00	100
Equipment Repairs	00	00	1,000
New Equipment	00	00	800
Dietary Department Totals	378,688	353,535	424,180
<u>Nursing Department</u>			
Director of Nursing Salary	24,250	24,948	25,900
R.N. Salaries	105,000	106,251	106,200
L.P.N. Salaries	55,000	61,987	74,600
Nurses Aides' Salaries	393,396	386,590	443,300
Social Security (FICA)	00	00	45,900
Life Insurance	00	00	1,100
Health Insurance	00	00	51,900
Retirement	00	00	15,200
Workmen's Compensation	00	00	35,850
Unemployment Insurance	00	00	5,800
Education and Conferences	00	00	800
Employee Physicals	400	880	500
Other Supplies and Expense	00	00	500
Travel	500	215	200
Equipment Repairs	00	00	1,000
Equipment Rental	00	00	3,000

New Equipment	00	00	850
Nursing Department Totals	<u>578,546</u>	<u>580,871</u>	<u>812,600</u>
Medical Records			
Medical Records Salary	11,675	11,901	13,200
Social Security (FICA)	00	00	950
Life Insurance	00	00	20
Retirement	00	00	300
Workmen's Compensation	00	00	750
Unemployment Insurance	00	00	105
Office Supplies	1,000	417	1,000
Medical Records Totals	<u>12,675</u>	<u>12,318</u>	<u>16,325</u>
Inservice			
Inservice Salary	00	00	9,460
Social Security (FICA)	00	00	675
Workmen's Compensation	00	00	525
Unemployment Insurance	00	00	105
In-House Education	00	00	500
Other Supplies and Expense	400	543	600
Equipment Repair	00	00	200
Inservice Totals	<u>400</u>	<u>543</u>	<u>12,065</u>
Operation/Maintenance of Plant			
Plant Manager's Salary	19,000	19,228	20,000
Maintenance Salaries	25,734	17,049	28,200



Social Security (FICA)	00	00	3,400
Life Insurance	00	00	60
Health Insurance	00	00	2,400
Retirement	00	00	870
Workmen's Compensation	00	00	2,700
Unemployment Insurance	00	00	300
Education and Conferences	00	00	300
Outside Services	10,000	4,024	6,000
Electricity	40,000	37,701	44,000
Pyrofax Gas	6,000	7,004	7,200
Water	00	00	1,000
Sewer	14,000	13,043	14,000
Fuel	54,000	47,226	54,000
Vehicle Supplies and Expense	2,500	1,021	5,000
Building Repairs	18,000	11,051	14,800
Equipment Repairs	1,000	1,069	1,800
Snow Removal	00	00	1,250
New Equipment	6,000	4,531	6,000
Operation/Maintenance Totals	196,234	162,947	213,280
Laundry			
Laundry Supervisor's Salary	7,000	7,088	7,525
Laundry Aides' Salaries	42,596	38,832	45,100
Social Security (FICA)	00	00	3,700
Life Insurance	00	00	120
Health Insurance	00	00	2,900
Retirement	00	00	1,250
Workmen's Compensation	00	00	2,950
Unemployment Insurance	00	00	500

Education and Conferences	00	00	200
Employee Physicals	00	00	50
Laundry Supplies and Expense	9,400	10,877	10,100
Equipment Repairs	00	00	3,000
New Equipment	00	00	300
Laundry Department Totals	58,996	56,797	77,695
<u>Housekeeping</u>			
Executive Housekeeper's Salary	7,000	7,088	7,525
Housekeeping Aides Salaries	78,092	82,817	93,000
Social Security (FICA)	00	00	7,100
Life Insurance	00	00	190
Health Insurance	00	00	8,500
Retirement	00	00	2,350
Workmen's Compensation	00	00	5,650
Unemployment Insurance	00	00	980
Education and Conferences	00	00	200
Employee Physicals	00	00	50
Housekeeping Supplies and Expense	12,000	10,056	10,000
Equipment Repairs	00	00	100
New Equipment	00	00	1,150
Housekeeping Department Totals	97,092	99,961	136,795
<u>Physicians and Pharmacy</u>			
Pharmacy Consultant	3,600	3,780	3,600
Medical and Surgical Supplies	12,000	11,342	13,000

Pharmacy (Drugs)	33,400	33,512	35,000
Physicians and Pharmacy Totals	49,000	48,634	51,600
Activities Department			
Activity Director's Salary	14,335	14,161	15,770
Activity Aide's Salary	9,965	10,230	11,050
Social Security (FICA)	00	00	1,900
Life Insurance	00	00	40
Health Insurance	00	00	2,880
Retirement	00	00	630
Workmen's Compensation	00	00	1,500
Unemployment Insurance	00	00	200
Education and Conferences	00	00	200
Activity Supplies and Expense	2,500	1,494	2,500
Advertising	00	00	100
Equipment Repair	00	00	250
Activities Totals	26,800	25,885	37,020
Social Services			
Social Service Director's Salary	22,283	15,383	15,640
Social Security (FICA)	00	00	1,100
Life Insurance	00	00	20
Health Insurance	00	00	2,090
Retirement	00	00	375
Workmen's Compensation	00	00	875
Unemployment Insurance	00	00	105
Education and Conferences	00	00	250

Social Service Supplies and Expense	500	113	500
New Equipment	00	00	325
Social Services Totals	22,783	15,496	21,280
<u>Chaplain</u>			
Chaplain Services	2,000	1,033	2,000
Nursing Hospital Totals	1,831,434	1,756,829	1,974,220
23. Nursing Hospital Specials			
Oxygen Concentrator	2,300	1,600	00
Walk-In Showers	3,600	00	00
Ice Cube Machine	2,500	1,338	00
Privacy Curtains	3,800	00	00
Smoke Alarms	00	00	5,000
Automobile	00	00	10,000
Generator	00	00	1,000
Linen Carts	00	00	2,000
Letter Quality Printer	00	00	2,000
Nursing Hospital Specials	12,200	2,938	20,000
Berlin Nursing Home			

FUNCTIONS: The Nursing Home in Berlin was completed in May of 1976 and is licensed to operate as a 100 bed Intermediate Care Facility by the Bureau of Health Facilities Administration, Department of Health and Welfare, State of New Hampshire. It's function is to provide the ICF level of care to each of it's residents.

GOALS: Patients are assessed to enable the staff to organize and implement a comprehensive plan of care which enables them to maintain integrity, self-esteem, and their individual identities. We believe that the geriatric patients have a specific purpose in life and that they should be assisted in reaching and maintaining their maximum potential. We also believe that patient care functions best when members of the staff are able to learn and expend their skills in the field of geriatrics.

#### 24. Berlin Nursing Home

<u>Administration</u>			
Administration Salaries	74,400	82,848	74,105
Social Security (FICA)	81,000	86,622	5,100
Life Insurance	2,000	2,122	235
Health Insurance	52,000	56,724	4,100
Retirement	19,000	18,183	1,700
Workmen's Compensation	75,000	61,678	215
Unemployment Insurance	13,000	13,889	420
Education and Conferences	2,500	1,897	2,000
Legal Services	5,000	4,681	5,000
Audit Services	5,000	3,219	5,500
Consultant Services	00	00	1,500
Payroll Services	00	335	00
Office Supplies	4,750	3,602	4,000
Dues, Licenses, and Subscriptions	2,100	2,404	1,500
Postage	1,300	953	1,300
Other Supplies and Expense	250	259	500
Advertising	300	48	100
Telephone	7,400	7,640	12,600
Travel	2,600	2,394	2,000



Equipment Repairs	350	95	3,000
General Liability Insurance	13,000	9,573	12,000
New Equipment	4,000	1,863	3,000
Administration Totals	364,950	361,029	139,875
Property Expense			
Interest on Debt	72,860	73,800	67,650
Property Expenses Total	72,860	73,800	67,650
Dietary Department			
Food Service Supervisor Salary	19,250	18,531	20,960
Cooks' Salaries	49,450	39,523	46,000
Dietary Aides' Salaries	105,300	109,209	120,600
Dietician's Salary	5,450	5,471	5,850
Social Security (FICA)	00	00	13,430
Life Insurance	00	00	330
Health Insurance	00	00	12,275
Retirement	00	00	4,020
Workmen's Compensation	00	00	10,300
Unemployment Insurance	00	00	1,800
Education and Conferences	00	00	100
Dietary Supplies and Expense	13,850	14,465	15,000
Food	176,000	166,463	190,000
Travel	00	00	100

Equipment Repairs	4,000	3,288	6,000
New Equipment	00	00	00
	<hr/>	<hr/>	<hr/>
Dietary Department Totals	373,300	356,950	446,765
<u>Nursing Department</u>			
Director of Nursing Salary	24,700	23,715	23,500
R.N. Salaries	68,650	69,546	76,500
L.P.N. Salaries	155,200	160,968	166,500
Nurses' Aides' Salaries	407,025	402,006	445,700
Social Security (FICA)	00	00	49,600
Life Insurance	00	00	1,150
Health Insurance	00	00	30,000
Retirement	00	00	11,000
Workmen's Compensation	00	00	39,000
Unemployment Insurance	00	00	7,700
Education and Conferences	00	00	1,000
Medical and Surgical Supplies	17,850	20,195	25,000
Other Supplies and Expense	450	467	600
Travel	00	00	300
Equipment Repairs	500	651	1,000
Equipment Rental	00	00	2,500
New Equipment	00	00	500
	<hr/>	<hr/>	<hr/>
Nursing Department Totals	674,375	677,548	881,550
<u>Medical Records</u>			
Medical Records Salary	12,000	11,803	13,480
Social Security (FICA)	00	00	950
Life Insurance	00	00	20

Health Insurance	00	00	00
Retirement	00	00	315
Workmen's Compensation	00	00	40
Unemployment Insurance	00	00	105
Medical Records Consultant	300	60	150
Office Supplies	500	531	800
Medical Records Totals	<u>12,800</u>	<u>12,394</u>	<u>15,860</u>
Inservice			
Inservice Salary	8,260	7,663	9,010
Social Security (FICA)	00	00	610
Workmen's Compensation	00	00	475
Unemployment Insurance	00	00	105
In-House Education	00	00	700
Other Supplies and Expense	1,200	1,297	600
Equipment Repair	00	00	100
New Equipment	00	00	400
Inservice Totals	<u>9,460</u>	<u>8,960</u>	<u>12,000</u>
Operation/Maintenance of Plant			
Plant Manager's Salary	31,950	31,583	18,200
Maintenance Salaries	00	00	15,000
Guard Salaries	36,800	41,509	42,230
Social Security (FICA)	00	00	5,430
Life Insurance	00	00	490
Health Insurance	00	00	7,130

Retirement	00	00	1,675
Workmen's Compensation	00	00	4,260
Unemployment Insurance	00	00	605
Education and Conferences	00	00	200
Outside Services	1,350	2,061	8,850
Electricity	115,000	91,725	126,000
Water	7,500	6,329	7,500
Sewer	8,000	5,577	9,500
Fuel	1,300	00	1,300
Travel	00	00	200
Vehicle Supplies/Expense	00	00	1,000
Building Repairs	500	430	3,000
Equipment Repairs	7,700	6,505	8,200
Snow Removal	1,300	1,108	1,600
Electricity Special	7,950	7,946	6,475
Electricity Special Interest	00	00	1,475
New Equipment	00	00	500
Operation/Maintenance Plant Totals	219,350	194,773	270,820
<u>Laundry</u>			
Laundry Supervisor's Salary	19,060	18,946	14,120
Laundry Aides' Salaries	00	00	12,190
Social Security (FICA)	00	00	1,780
Life Insurance	00	00	40
Health Insurance	00	00	2,620
Retirement	00	00	590
Workmen's Compensation	00	00	1,400
Unemployment Insurance	00	00	210
Education and Conferences	00	00	00

Commercial Laundry Service	37,100	37,215	44,600
Linen	00	00	7,500
Laundry Supplies/Expense	11,500	7,772	2,500
Travel	00	00	00
Equipment Repairs	1,200	257	1,200
New Equipment	00	00	425
Laundry Department Totals	68,860	64,190	89,175
<u>Housekeeping</u>			
Executive Housekeeper Salary	14,200	13,727	15,735
Porters' Salaries	11,800	11,470	13,440
Housekeeping Aides' Salaries	49,360	47,220	66,900
Social Security (FICA)	00	00	6,800
Life Insurance	00	00	165
Health Insurance	00	00	7,670
Retirement	00	00	2,005
Workmen's Compensation	00	00	5,180
Unemployment Insurance	00	00	855
Education and Conferences	00	00	200
Pest Control	300	275	00
Housekeeping Supplies and Expense	10,200	9,237	10,500
Travel	00	00	100
Equipment Repairs	400	8	400
New Equipment	00	00	00
Housekeeping Department Totals	86,260	81,937	129,950



<u>Physicians and Pharmacy</u>			
Pharmacy Consultant	400	751	3,700
Medical Director	1,200	1,200	1,200
Physicians and Pharmacy Totals	1,600	1,951	4,900
<u>Activities Department</u>			
Activity Director's Salary	30,730	30,232	13,900
Activity Aide's Salary	00	00	15,345
Social Security (FICA)	00	00	2,060
Life Insurance	00	00	70
Health Insurance	00	00	3,250
Retirement	00	00	690
Workmen's Compensation	00	00	1,630
Unemployment Insurance	00	00	265
Education and Conferences	00	00	200
Consultant Services	2,500	2,173	4,100
Activity Supplies and Expense	1,700	2,454	2,000
Travel	00	00	100
Equipment Repair	200	00	100
New Equipment	00	00	00
Activities Department Totals	35,130	34,859	43,710
<u>Social Services</u>			
Social Service Director's Salary	7,390	7,192	12,100
Social Security (FICA)	00	00	825
Life Insurance	00	00	40

Health Insurance	00	00	00
Retirement	00	00	265
Workmen's Compensation	00	00	35
Unemployment Insurance	00	00	105
Education and Conferences	00	00	100
Social Service Supplies/Expense	150	18	100
Travel	00	00	50
Social Service Department Totals	7,540	7,210	13,620
<u>Physical Therapy</u>			
Physical Therapy Aide's Salary	6,030	4,828	5,450
Social Security (FICA)	00	00	390
Life Insurance	00	00	10
Health Insurance	00	00	360
Retirement	00	00	130
Workmen's Compensation	00	00	300
Unemployment Insurance	00	00	55
Education and Conferences	00	00	00
Physical Therapy Consultant	7,500	3,578	7,500
Physical Therapy Supplies	200	16	200
Travel	00	00	00
Equipment Repairs	100	00	100
New Equipment	00	00	00
Physical Therapy Department Totals	13,830	8,422	14,495

<u>Occupational Therapy</u>			
Consultant Services	2,000	192	2,000
Occupational Therapy Supplies	200	00	200
Equipment and Repairs	00	00	100
New Equipment	00	00	200
Occupational Therapy Department Totals	2,200	192	2,500
<u>Chaplain</u>			
Chaplain Services	500	2,313	2,000
Chaplain Supplies	100	00	100
Chaplaincy Department Totals	600	2,313	2,100
<u>Speech and Audio Therapy</u>			
Consultant Services	2,200	1,590	1,000
Audio Consultant	00	50	00
Speech/Audio Therapy Department Totals	2,200	1,640	1,000
<u>Gift Shop</u>			
Gift Shop Supplies	765	780	800
Gift Shop Totals	765	780	800
Berlin Nursing Home Totals	1,946,080	1,888,948	2,136,770
24. Nursing Home Specials			
Smoke Alarms	00	00	9,000

Parking Lot Lighting	00	00	5,500
Window Replacements	00	00	2,500
Food Carts/Ice Machine	00	00	16,000
	—	—	—
Nursing Home Specials Totals	00	00	33,000

#### County Farm

**FUNCTIONS:** The Farm operation has been a part of the Institution since the beginning in 1866. Originally, the manpower to operate the Farm came from the residents of the Alms House and the inmates of the House of Correction. In recent years, the changing character of the populace at large and changes in the rules and regulations have limited the labor that is obtainable from within the Institution. Today, this Farm is operated as a dairy operation and over the years it has enjoyed a reputation as having one of the best Holstein cattle herds in New Hampshire. Nineteen eighty-four ended with an operating profit for the farm of 2,709.00.

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**GOALS:** The short term goal is to keep the farm operating at a profit. This is an ambitious goal given the national forecast for the dairy industry's future. The present firewood program will be expanded in 1985. Long term goals for the farm include improvements to the barn facilities with the aim of not only restoring the appearance of the buildings but also making the entire operation more manpower efficient.

#### 26. Coos County Farm

Superintendent's Salary	00	00	5,000
Farm Manager's Salary	18,175	17,821	18,175
Herdsmen's Salary	17,000	16,700	17,000
Laborers' Wages	19,230	20,206	12,000
Incentive Bonus Wages	00	00	2,000
Social Security (FICA)	4,700	3,855	3,850
Life Insurance	180	73	65
Health Insurance	4,020	2,982	3,150
Retirement	1,300	1,127	1,000

Workmen's Compensation	6,200	4,511	4,875
Unemployment Insurance	700	403	425
Meals	00	00	1,405
Employee Physicals	00	25	50
Veterinary Service/Supply	2,500	2,051	2,500
D.H.I.A. Expense	4,400	4,197	1,600
Breeding Service	00	00	2,800
Registration	300	389	500
Adm. Supplies/Expense	2,500	2,833	3,100
Gasoline/Diesel/Oil	00	00	5,200
Sawdust/Bedding	00	00	5,400
Other Supplies/Expense	21,000	18,298	8,000
Electricity/Utilities	1,200	1,340	1,400
Travel	00	00	100
Seed and Plants	00	00	2,000
Fertilizer and Lime	13,000	13,142	10,000
Sprays and Dust	00	00	1,000
Dairy Concentrates	00	00	55,000
Non-Concentrate Feed	80,000	90,549	5,000
Non-Dairy Concentrates	00	00	4,000
Bldg. Maint. & Repair	5,000	5,855	6,000
Vehicle/Equipment Repair	9,000	9,509	6,000
Woodland Expense	2,000	2,039	2,000
Real Estate Taxes	6,300	5,143	6,300
Land Rental	200	200	2,725
Equipment Rental	00	00	500
Outside Trucking	00	00	500



Interest - Capital Loans	00	00	6,195
General Liability Insurance	1,500	1,228	1,500
Minor Equipment	00	2,780	1,000
County Farm Totals	220,405	227,256	209,315

27. Coos County Farm Specials

Harvester and Wagon	26,000	22,142	00
Slab for Silage	8,000	10,567	00
Used Truck	12,000	12,831	00
50 HP Utility Tractor	00	00	5,000
Dairy Barn Repairs	00	00	10,000
Hay Barn Repairs	00	00	14,000
County Farm Specials Totals	46,000	45,540	29,000

28. Land Management Contract

Forester's Salary	3,360	2,601	2,500
Social Security (FICA)	240	182	175
Workmen's Compensation	250	224	225
Unemployment Insurance	50	35	40
Purchased Wood	2,100	2,928	7,060
Land Management Totals	6,000	5,980	10,000

EXTENSION SERVICE and  
SOIL CONSERVATION SERVICE

Cooperative Extension Service

FUNCTIONS: The Coos County Cooperative Extension Service provides services to the citizens of the county in the areas of agriculture, forestry, youth development, home economics, nutrition and energy. The services are primarily educational in nature. Everyone in the county can avail themselves of the services and printed material available in most cases on a no charge basis. The Extension Service maintains it's main office in the county's Lancaster Courthouse with a sub-office in the county's Berlin Courthouse.

The Extension Service is an outreach of the University of New Hampshire and the United States Department of Agriculture. It is funded from three sources: Federal, state, and county. RSA 24:10 addresses the county's participation in this operation. In addition to funding certain items of the budget for this agency, the county does provide office space.

## 29. Cooperative Extension Service

Agents' Salaries	30,542	31,223	32,833
Clerical Salaries	22,822	23,368	25,795
Workstudy Salaries	300	00	300
Social Security (FICA)	1,650	1,715	1,820
Life Insurance	00	37	50
Health Insurance	73	00	00
Retirement	710	566	600
Workmen's Compensation	205	72	80
Unemployment Insurance	120	191	210
Office Supply and Expense	3,500	4,456	4,500
Supplies and Expense EFNEP	100	00	200
Direct Transfer	00	00	00
Communications	4,880	4,091	4,880
Communications EFNEP	50	00	100
Employees' Travel	12,770	11,833	13,050
Council Travel	375	186	375
Employee Travel EFNEP	350	00	700
Equipment Repairs	350	381	750

Rent	150	56	150
Contents Insurance	150	136	150
Fidelity Bonds	75	70	70
New Equipment	500	133	2,000
Cooperative Extension Service Totals	79,672	78,514	88,613

### 30. Cooperative Extension Service Specials

Computer Equipment and Software	00	00	3,772
Coop. Extension Service Specials	00	00	3,772

### Soil Conservation Service

**FUNCTIONS:** The Coos County Conservation District assists the county landowners in their resource conservation and development projects. The services of this organization are available to the towns and all of the county landowners. It provides information and technical assistance in land use planning, providing soil data, conservation practices and flood control measures.

The technical assistance is provided by the United States Department of Agriculture Soil Conservation Service (S.C.S.) personnel. The District and the S.C.S. staff share office space in Lancaster. The County's contribution to the District has been in funding a clerk in the office for 24 hours per week.

### 31. Soil Conservation Service

S.C.S. Clerk Salary	6,148	6,034	6,540
Social Security (FICA)	445	422	460
Life Insurance	00	14	20
Workmen's Compensation	00	18	20
Unemployment Insurance	105	82	100
Soil Conservation Service Totals	6,698	6,570	7,140

DEBT SERVICE

FUNCTIONS: The debt service for the county is broken down into two categories: Long term and short term. The county incurs short-term debt as a result of the need to fund county programs during the year until such time as the property tax revenues collected by the city and towns is paid over to the treasurer. The treasurer borrows the necessary operating funds in anticipation of these taxes. In recent years, the treasurer has borrowed these funds and invested them in short-term securities until such time as the funds were needed by the county. The interest earned on these securities becomes a credit against the total interest cost to the county.

The county has a long-term bonded debt as a result of the bonds issued to the fund a portion of the cost of the construction of the Berlin Nursing Home. The interest on these bonds is carried as part of the operating budget for this facility. As of January 1, 1985, the total outstanding bonded debt of the county was \$880,000.

The county has outstanding long-term notes that total \$179,494 as of January 1, 1985. These represent the balance of funds borrowed to make capital improvements to county facilities. The total period of outstanding debt does not exceed three years of projected repayment.

32. Principal - Long Term Notes	81,800	81,800
33. Principal - Bonded Debt	80,000	85,000
34. Interest - Short Term Notes	129,500	126,875
35. Interest - Long Term Notes	13,670	550

SOCIAL SERVICE AGENCIES

FUNCTIONS: The County provides matching funds to special service agencies that are non-profit and provide social services to citizens of the county. These funds are used by the agencies to match other state and federal funds. This process enables these agencies to make maximum use of all available resources. It has been the policy of the County Commissioners to recommend to the County Delegation that only programs that are available county-wide should be eligible for county funding. Another recommendation is that the agencies seeking county funding should not also be seeking funding from city or towns in the county.

36. RSVP - County/Other	8,000	10,508	10,000
37. RSVP - Federal	00	17,698	00
38. Family Planning	7,000	7,000	7,000
39. Response	00	00	3,000
40. Food Pantry	3,000	3,000	3,000
41. Senior Meals	7,000	7,000	10,000
	<hr/>	<hr/>	<hr/>
Social Service Agencies Totals	25,000	45,206	33,000

#### UNINCORPORATED TOWN EXPENSE

**FUNCTIONS:** Coos County is unique among the ten New Hampshire counties in the matter of unincorporated towns and places. These towns are without any formal local government that is available to provide services for the residents. In most cases there are few, if any, full time residents but in some of the towns there are substantial recreation facilities that cause the total population to grow during the recreation season. Coos County has 17 unincorporated towns or places that represent over 30% of the total land area of the county. Grafton County has one such place as does Carroll County. The other seven counties have no such towns. By statute, the county is the unit of local government charged with the responsibility for local services except for schools in these towns. In most instances, the cost of these services is included in the operating budgets of the various county agencies and departments. These are specific services which are budgeted for in the line item budget of the county.

42. Unincorporated Towns			
Fire Protection	2,500	00	2,500
Bridges and Highways	00	00	00
Police Protection	00	00	00
Solid Waste Management	1,500	1,500	1,500
Ambulance Service	3,000	1,500	3,000
	<hr/>	<hr/>	<hr/>
Unincorporated Towns Expense Totals	7,000	3,000	7,000



COUNTY DELEGATION

**FUNCTIONS:** The County Convention or Delegation consists of the state representatives to the General Court who are elected from the various districts in the county. In Coos County there are fifteen members of the Delegation. These members have the responsibility for approval of the budget, making appropriations for the use of the county and for authorizations of purchase of real estate, the erection or repair of county buildings exceeding one thousand dollars and for the issuance of county notes and bonds for county debts. In a sense, they function in the affairs of the county much as the town meeting functions in the affairs of the town.

In recent years, the Delegation members have served on various sub-committees that have looked at the various functions of county government with the objectives of making each department of the county more responsive to the needs of the county.

**GOALS:** The goal of the County delegation is to assure that county government fulfills it's obligations to the citizens of the county in an efficient and cost effective manner.

43. Delegation Expenses	<u>5,000</u>	<u>2,900</u>	<u>5,000</u>
County Budget Grand Totals	6,519,372	6,385,508	7,190,205

## REPORT OF THE SUPERINTENDENT

Having just completed my first year as the Superintendent of the Coos County Institution, I am pleased to make this report to the citizens of the county.

The three components of the Institution - the Nursing Hospital, the Farm, and the Jail and House of Correction - I believe have been successful operations during 1984. Each of them faced unique problems as the year began and progress was made in dealing with these problems.

Mrs. Cote, the Administrator of the Nursing Hospital, and her staff have made substantial gains in addressing the major issue of a low resident census. For nearly two years there has been a downturn in patient days. There are several reasons for this trend but as 1985 is beginning the number of resident days is on the increase and the financial picture will improve by years end. New programs are being developed and the future looks good for this health care facility.

The Farm managed to finish the year with a modest operating profit despite the severe flooding that took place in June which resulted in a heavy loss to the corn crop. The Farm Manager, Howard Carney, and his staff deserve a special thanks for having to educate me while coping with all of the usual problems that have become commonplace for dairy farmers. Nineteen eighty-five does not look to be a year in which the dairy industry can expect much by way of increased revenue. Federal programs and regulations and over-production will no doubt make the year a difficult one. We plan to curtail our costs and will try to expand the firewood operation which we developed in 1984. I expect that the farm will meet its expenses and I hope to continue improvements to the buildings which were started last year.

An area of special concern to me at this time is the problem of a greatly increased number of inmates in the Jail and House of Correction. This is discussed elsewhere in this County Report but it should be stressed that if the high numbers of inmate days continue the County will need to make some changes in staffing and facilities. The Director, Armand Hemon, and the correctional officers have done an extraordinary job this year under difficult and demanding conditions.

I would like to thank the County Commissioners and the County Delegation for their support in my first year in the job and to the staff a special thanks for their cooperation and patience. The citizens of the County can be proud of the job that the employees of the County are doing in their behalf.

Frederick W. King  
Superintendent

COOS COUNTY INSTITUTION  
Statement of Revenue and Expense

WEST STEWARTSTOWN NURSING HOSPITAL  
REVENUES:

Board and Care	\$ 1,593,685	
Miscellaneous Income	12,788	
Reimbursement - Jail and Farm	<u>57,068</u>	
		\$ 1,663,541

DISBURSEMENTS:

Administration	398,809	
Dietary	353,535	
Nursing	642,366	
Maintenance	162,947	
Laundry	56,797	
Housekeeping	99,961	
Activities	25,885	
Social and In-Service	15,496	
Chaplain Services	<u>1,033</u>	
		<u>1,756,829</u>
TOTAL OF DISBURSEMENTS OVER REVENUES		( 93,288)

JAIL AND HOUSE OF CORRECTIONS  
REVENUES:

Miscellaneous Income	1,111	1,111
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DISBURSEMENTS:

Expense of Operation	346,573	<u>346,573</u>
TOTAL OF DISBURSEMENT OVER REVENUES		( 345,462)

COUNTY FARM  
REVENUES:

Sale of Milk	173,910	
Sale of Livestock	5,181	
Sale of Produce	3,526	
Sale of Wood	11,894	
Sale of Heifers	10,513	
Food Transfer to Nursing Hospital	19,750	
Miscellaneous Income	<u>5,191</u>	
		229,965

DISBURSEMENTS:

Expense of Operation	227,256	<u>227,256</u>
TOTAL OF REVENUE OVER DISBURSEMENTS		2,709

NET COST OF NURSING HOSPITAL, FARM, JAIL \$ ( 436,041)

REPORT OF ADMINISTRATOR  
COOS COUNTY NURSING HOSPITAL  
West Stewartstown

Coos County Nursing Hospital, an Intermediate Level of Care Facility (ICF), provides regular medical, nursing, social and rehabilitative services in addition to room and board for people not capable of fully independent living.

Our Social Service Director has had a busy year screening applicants for admission, interviewing, and interacting socially with residents and families. In keeping with our commitment to a rehabilitative philosophy, we trained a Certified Nursing Assistant to work with our residents under the guidance of the Physical Therapist, Occupational Therapist, and Speech Therapist to provide a continuum of care with nursing back-up. Respiratory Therapy is fairly new to long term care; we are fortunate to have the services of Mark Hill, a Respiratory Therapist from Colebrook. Our facility owns three oxygen concentrators for patients who need continuous oxygen therapy. We are grateful to our medical staff for their excellent service; the physicians visit the home weekly on a rotation basis and are available for emergencies. The nursing hospital has an in-house pharmacy which is a saving for our residents because the cost is included in the per diem rate. We appreciate having Donald Dickson, a Registered Pharmacist, to dispense medications and to be our valuable consultant.

Mrs. Madeline Judd, CPR Instructor, held classes for all interested staff members to become certified in cardiopulmonary resuscitation. Inservice programs on subjects of interest were presented to the staff. A nurses' aide course was presented with six (6) aides becoming certified.

The activity department, in it's endeavor to provide diversional activities to our residents, scheduled regular and special activities and also kept busy assisting in our marketing efforts. A slide show depicting life at the Coos County Nursing Hospital is being prepared for presentation to civic groups. The Activity and Social Directors co-edit and publish the quarterly newsletter, "The North Star".

The RSVP program was reactivated in which volunteers help with birthday parties, bingo, visits to patients, etc. A "Compeer Program" was introduced and consists of pairing a resident with a volunteer who has similar interests. The Dietary Department continues to serve delicious meals which residents and staff alike enjoy very much. A total of 117,857 meals were served during the year. The Housekeeping Department takes great pride

in maintaining a clean and healthy environment for the residents. Our Maintenance Department is always concerned with the operation of the facility in regards to safety, etc. They have been very patient with us as we want things repaired STAT.

During National Nursing Home week in May, the Coos County Nursing Hospital held an open house which was very successful. Employees were recognized for their years of service. We announced the addition of a new service, "Respite Care" which we will provide under the home and community-based care program for the elderly and chronically ill. Other areas for potential extension of our services are being explored.

A new Sharp SF-760 copier has been purchased this year and is located in the business office. We are making progress with our computer system as we are now processing accounts payable, fund accounting, and payroll. Through the generosity of the Bible Class of the Independent Baptist Church in West Stewartstown, NH, a radio/cassette player was purchased.

There have been no renovations this past year. We hope that in the near future renovations will be done as time and funds are provided.

On behalf of all the residents, I wish to thank their families who have requested memorials be donated to this nursing hospital. I want to take this opportunity to thank our patients' families, the numerous individuals, groups, and organizations who give so willingly of their time to enrich the lives of our residents.

May I say thank you to our loyal and dedicated staff, the Commissioners, and the Coos County Delegation for their cooperation and support this past year.

In conclusion, I would like to say that the past year has been an exciting year full of challenges and I am looking forward to a good 1985. Thank you.

Noella Cote  
Administrator



REPORT OF THE JAIL AND HOUSE OF CORRECTION  
1984

Nineteen eighty-four has been a year in which the average daily census of inmates in both the Jail and House of Correction has risen at an alarming rate. The Jail census went from a daily average of 3.63 inmates for 1981, 1982, and 1983 to an average of 8 in 1984. At times as many as 13 were in the space created for 9 inmates. In the House side, the average for 1981, 1982, and 1983 was 12. In 1984, the average was 16. These numbers of inmates mixed with the various psychological and sociological problems that many of them have creates a situation where control and safety of the inmates and staff becomes marginal at best. If the trends continue and all indications are that they will, the County will be faced with the need to consider additional facilities to meet the need. In the 1985 budget there is a recommendation for additional staff time of 70 hours per week.

The following list provides the types of offenses for which time was served in 1984 along with the numbers of individuals serving time for each of the offenses.

CRIMES AGAINST PROPERTY

Arson	4
Attempted Arson	1
Burglary	29
Criminal Mischief	9
Criminal Trespass	14
Forgery	2
Issuing Bad Checks	3
Receiving Stolen Property	2
Theft	12
Theft By Deception	1
Theft By Unauthorized Taking	6
Unauthorized Use of Propelled Vehicle	1
	<hr/> 84

CRIMES AGAINST PERSONS

Assault, Simple	16
Assault, Second Degree	4
Assault, Sexual	9
Criminal Threatening	1
Robbery	1
Sale of Controlled Drug	3
	<hr/> 34

VICTIMLESS CRIMES

Bench Warrant	3
Contempt of Court	7



Disorderly Conduct	7
Deportation	4
Disobeying An Officer	1
Fugitive From Justice	3
Indecent Exposure	1
Motor Vehicle Violations	
Conduct After Accident	1
Driving After Revocation	12
Driving After Suspension	7
DWI	22
Driving Without License	1
Habitual Offender	1
Possession of Controlled Drug	9
Possession of Obscene Material	1
Resisting Arrest	4
Violation of Probation	1
	<hr/> 85

The following list is a summary of the total inmate days for 1984 along with a breakdown of age categories of the inmates:

A. Total Number of Inmates Booked in 1983 and Held Over into 1984:

1. Male Jail Inmates	7	Days Served in 1984	684
2. Male HOC Inmates	10	Days Served in 1984	1478
3. Female Jail Inmates	0	Days Served in 1984	0
4. Female HOC Inmates	0	Days Served in 1984	0
	<hr/>		<hr/>
Total Handled	17		2162

B. Total Number of Males Booked in 1984:

1. Jail Inmates	85	Days Served in 1984	2246
2. HOC Inmates	94	Days Served in 1984	4434
	<hr/>		<hr/>
Total Handled	179		6680

\*C. Total Number of Females Booked in 1984:

1. Jail Inmates	5	Days Served in 1984	42
2. HOC Inmates	2	Days Served in 1984	293
	<hr/>		<hr/>
Total Handled	7		335

D. Surrogate Detention During 1984:

1. State Hospital	5	Days Served in 1984	196
2. State Prison	4	Days Served in 1984	287
3. Derby Lodge	2	Days Served in 1984	56
	<hr/>		<hr/>
Total Handled	11		539

E. Total of 1984 Male and Female Bookings, Plus Carry Over  
From 1983:

1. Total of All Inmates Handled in 1984	203
2. Total of All Time Served in 1984	9177
3. Total of Accountable Time Served (Including surrogate detention)	9716

F. Protective Custody Persons 11

G. Breakdown of Inmate Age Groups:

	<u>Jail</u>	<u>HOC</u>	<u>Total</u>	<u>Percentage</u>
1. 18 to 25 years	55	56	111	55%
2. 26 to 35 years	27	28	55	27%
3. 36 to 45 years	11	15	26	13%
4. 46 to 55 years	3	8	11	5%
5. 56 years and over	0	0	0	0%
Total	<u>96</u>	<u>107</u>	<u>203</u>	<u>100%</u>

\*Time served at Grafton County Women's Facility under contract  
with Coos County.

Frederick W. King  
Superintendent

REPORT OF ADMINISTRATOR  
COOS COUNTY NURSING HOME  
Berlin

The year 1984 was one of change for the Berlin Nursing Home. Mr. John Langell who had served as Administrator for the facility since May of 1976 retired on May 1st. I was given the responsibility of taking over his duties and these last eight months have been ones of personal growth and challenge.

There were 22 admissions during the year with 108 transfers to hospitals for acute care. Our occupancy rate was 98.6% and our waiting list continues to grow with some 35 names at present.

We were pleased to be able to continue providing clinical experiences for several local health care programs. The New Hampshire Vocational Technical College sent students from both their Licensed Practical Nursing Program as well as their new Associate Degree in Nursing Program. Berlin High School also sent students from it's Health Occupations Program. The presence of students in a Nursing Home is always a stimulating and growing experience. Our In-Service Education Director provided programs to train new nursing assistants and keep our personnel "In-Tune" with the latest trends and developments in Geriatric Care.

I wish to express my sincere appreciation to all those staff members as well as citizens of Coos County who have devoted their time and energy in assisting with the various programs available to our residents. We have been able to continue to provide excellent, high quality services through our employees and volunteers who make this all possible. I would also like to thank the Coos County Commissioners and members of the County Delegation for their support throughout the year.

It has been a pleasure working with the employees of the Berlin Nursing Home and I look forward to the challenges of the future.

Beatrice H. Coulombe  
Administrator

MEDICAL DIRECTOR'S REPORT  
COOS COUNTY NURSING HOME  
Berlin

Physician services were provided for residents as required by their personal physicians. There were some 108 transfers to the Androscoggin Valley Hospital for acute care services. This number is considerably less than it has been for the last several years.

The local hospital continued to provide diagnostic laboratory and radiologic services to our residents on an Out-Patient basis. Technicians from the radiology department also provided the Nursing Home staff with some valuable In-service education. This exchange of information is very helpful in helping the residents receive continuity of care during Out-Patient services.

Pre-Employment physicals were done on a regular basis with the tine testing done at the facility. The Safety and Infection Control Committee was active throughout the year.

We continue to make every possible effort to provide quality care for each of our residents.

Normand R. Couture, M.D.  
Medical Director

CHAPLAIN'S REPORT  
COOS COUNTY NURSING HOME  
Berlin

To The Board of Commissioners and Citizens of Coos County:

It was a privilege to become the Protestant Chaplain in February, 1984. I have found that I have become friends with a lot more people because of this position. As Chaplain, I contact area clergy to coordinate religious services which are provided on the first and third Wednesdays of each month. I am also present for as many activities as possible when a clergy person would be helpful. I am also on call in case of need by a resident, or to call his/her pastor with notification of any special requests.

As Chaplain, I was honored to be called to give the invocation at the retirement party for Mr. John Langell and at the graduating ceremonies for the Nurse's Aide Program. I am finding that it is a great privilege to work beside the Nursing Home staff, providing spiritual help where needed.

I would like to thank the Nursing Home staff for all their help during this past year; it was greatly appreciated. I want to thank the area clergy for their response in providing worship services, and for their visits to the residents. The residents are very grateful for the clergy's caring and dedication.

It is an honor to be the Protestant Chaplain for the Coos County Nursing Home in Berlin. I will continue to try and give my best to the residents and to the staff during the coming years. I am always open to any and all suggestions which could improve the religious-life program at the Nursing Home.

Rev. Harry A. Bartlett  
Pastor, Sacred Ministry, Berlin

REPORT OF THE COUNTY ATTORNEY

TO THE COMMISSIONERS OF COOS COUNTY:

The following is my report of cases disposed of in 1984:

FELONIES: Pleas - 41; Charges Reduced - 48; Nol Prossed - 62;  
Dismissed - 3; Jury Trials: Guilty - 4, Not Guilty -  
1; Jury Waived: Guilty - 0, Not Guilty - 2;  
Sentences: State Prison - 24; House of Correction -  
30.  
Total Felonies Disposed - 154.

MISDEMEANORS Pleas - 7; Charges Reduced - 2 Nol Prossed - 1;  
AND Filed - 9; Cases Remanded to Lower Court - 15;  
VIOLATIONS: Jury Trials: Guilty - 3, Not Guilty - 2;  
Jury Waived: Guilty - 10, Not Guilty - 1;  
House of Correction Sentences - 6;  
Total Disposed - 34.

MISCELLANEOUS: Non Support - 27; Habitual Offender - 7;  
Juvenile - 2; Annulments - 2; Competency - 1;  
Habeas Corpus - 2; Discrimination - 1;  
Others - 4;  
Total Disposed - 46.

In addition, Motions for Discovery, to Suppress, to Quash,  
etc., were heard and depositions taken in many cases, often  
being dispositive of the case. This office worked with most  
law enforcement agencies in the County.

The assistance of all law enforcement agencies, the Crime Lab,  
the Medical Examiners, and Pathologists helped to make Coos  
County a better place to live in 1984.

Pierre J. Morin  
Coos County Attorney



REPORT OF WELFARE DIRECTOR  
BY TOWNS  
1984

TOWNS	DIRECT AID	SOLDIER'S AID	CHILDREN'S AID	TOTAL
BERLIN	28,356.87	7,292.36	64,356.01	100,005.24
CARROLL	0.00	0.00	0.00	0.00
CLARKSVILLE	0.00	0.00	0.00	0.00
COLEBROOK	440.00	0.00	2,391.00	2,831.00
COLUMBIA	976.92	0.00	0.00	976.92
DALTON	18.00	0.00	588.84	606.84
DUNMER	0.00	0.00	0.00	0.00
ERROL	0.00	0.00	0.00	0.00
GORHAM	681.43	446.36	0.00	1,127.79
JEFFERSON	0.00	0.00	0.00	0.00
LANCASTER	6,897.25	687.25	14,659.40	22,243.90
MILAN	494.96	220.72	0.00	715.68
NORTHUMBERLAND	596.45	25.00	16,395.79	17,017.24
PITTSBURG	0.00	0.00	0.00	0.00
RANDOLPH	50.00	0.00	0.00	50.00
SHELBOURNE	0.00	0.00	0.00	0.00
STARK	0.00	0.00	0.00	0.00
STEWARTSTOWN	0.00	0.00	0.00	0.00
STRATFORD	749.23	231.20	230.00	1,210.43
WHITEFIELD	119.02	0.00	6,050.09	6,169.11
	39,380.13	8,902.89	104,671.13	152,954.15

SUMMARY SHEET - COOS COUNTY  
WELFARE 1984

<u>MONTH</u>	<u>TOTAL AID</u>	<u>DIRECT AID</u>	<u>SOLDIER'S AID</u>	<u>B &amp; C</u>	<u>MEDICAL</u>	<u>HOSPITAL</u>	<u>BURIAL</u>
JAN.	15,183.44	3,241.04	601.00	11,127.27	214.13	0.00	0.00
FEB.	11,020.13	3,241.83	521.00	7,013.19	244.11	0.00	0.00
MAR.	12,051.01	3,136.88	651.00	7,630.94	232.19	0.00	400.00
APR.	10,570.41	2,700.86	623.50	6,903.65	342.40	0.00	0.00
MAY	10,883.54	3,679.45	695.13	6,422.94	86.02	0.00	0.00
JUNE	13,250.45	5,396.93	1,259.27	6,132.85	461.40	0.00	0.00
JULY	9,680.02	2,792.80	655.17	5,653.59	178.46	0.00	400.00
AUG.	10,479.97	2,402.88	688.72	7,100.64	287.73	0.00	0.00
SEPT.	14,449.41	3,167.97	873.90	9,902.90	504.64	0.00	0.00
OCT.	10,951.87	2,479.94	673.99	7,545.23	252.71	0.00	0.00
NOV.	19,969.07	2,569.76	667.50	16,347.73	384.08	0.00	0.00
DEC.	14,464.83	711.23	486.66	12,879.79	387.15	0.00	0.00
TOTAL	152,954.15	35,521.57	8,396.84	104,660.72	3,575.02	0.00	800.00
AMOUNT BUDGETED	168,000.00	52,400.00	8,900.00	100,000.00	4,300.00	0.00	2,400.00
PERCENT EXPENDED	91%	68%	94%	105%	83%	--	33%

N O T E S  
=====

JOHN J. HURLEY & CO., P.C.

*Certified Public Accountants*

194A Pleasant St. • Concord, N.H. 03301 • 603-225-7772

Board of County Commissioners  
County of Coos, New Hampshire

We have examined the general purpose financial statements of the County of Coos, New Hampshire as at and for the year ended December 31, 1983, as stated in the table of contents. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The County has not maintained a complete record of its General Fixed Assets. The General Fixed Assets Account Group included in these financial statements has been prepared using both actual and estimated historical costs provided by County management and current appraisal data provided by insurance companies. Generally accepted accounting principles require that fixed assets be maintained at historical cost. Because we were unable to satisfy ourselves by appropriate audit tests or by other means as a result of such incomplete records, we are unable to express an opinion on the accompanying financial statements of the General Fixed Assets Account Group.

In our opinion, the general purpose financial statements referred to above, other than the financial statements of the General Fixed Assets Account Group, present fairly the financial position of the County of Coos, New Hampshire as at December 31, 1983 and the results of its operations and the changes in financial position of its enterprise funds for the year then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

February 24, 1984

A handwritten signature in cursive script that reads "John J. Hurley & Co. P.C." The signature is written in dark ink and is positioned to the right of the date.

Exhibit 1

COUNTY OF COOS, NEW HAMPSHIRE  
Combined Balance Sheet  
All Fund Types and Account Groups  
December 31, 1983

	<u>Governmental Fund Types</u>		
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>
<u>ASSETS</u>			
Cash	\$ 183,682	\$ 1,054	\$ 8,195
Accounts receivable	34,742	39,885	-
Due from other funds	242,758	2,580	1,742
Due from other governments	67,250	-	-
Inventories	-	-	-
Prepaid expenses	-	-	-
Property, plant and equipment, net	-	-	-
Amount required to be provided for retirement of long-term debt	-	-	-
<u>Total Assets</u>	<u>\$ 528,432</u>	<u>\$ 43,519</u>	<u>\$ 9,937</u>
<u>LIABILITIES AND FUND EQUITY</u>			
<u>Liabilities</u>			
Accounts payable	\$ 291,586	\$ -	\$ 7,000
Accrued expenses	2,538	-	-
Due to other funds	4,322	-	-
Due to specific agencies/groups	-	-	-
Tax anticipation notes	-	-	-
Bonds and notes payable	-	-	-
<u>Total Liabilities</u>	<u>298,446</u>	<u>-</u>	<u>7,000</u>
<u>Fund Equity</u>			
Investment in general fixed assets	-	-	-
County contribution	-	-	-
Federal contribution	-	-	-
Retained earnings			
Unreserved			
<u>Fund balance</u>			
Reserved			
Reserved for encumbrances	25,425	-	-
Unreserved			
Designated for sick pay	88,311	-	-
Designated for capital projects	-	-	2,937
Undesignated	116,250	43,519	-
<u>Total Fund Equity</u>	<u>\$ 229,986</u>	<u>\$ 43,519</u>	<u>\$ 2,937</u>
<u>Total Liabilities and Fund Equity</u>	<u>\$ 528,432</u>	<u>\$ 43,519</u>	<u>\$ 9,937</u>

The accompanying notes are an integral

Exhibit 1

COUNTY OF COOS, NEW HAMPSHIRE  
Combined Balance Sheet  
All Fund Types and Account Groups  
December 31, 1983

Enterprise Fund Types		Fiduciary Fund Type	Account Groups		Total
Berlin	West		General	General	(Memorandum
Nursing	Stewartstown		Fixed	Long-	Only)
Home	Nursing Home	Agency	Assets	Term Debt	
\$ 43,037	\$ 47,104	\$ 103,346	\$ -	\$ -	\$ 386,418
123,790	121,733	-	-	-	320,150
-	-	-	-	-	247,080
-	-	-	-	-	67,250
38,311	31,480	337	-	-	70,128
292	9,627	-	-	-	9,919
1,719,435	315,927	-	1,901,784	-	3,937,146
-	-	-	-	183,800	183,800
<u>\$1,924,865</u>	<u>\$ 525,871</u>	<u>\$ 103,683</u>	<u>\$1,901,784</u>	<u>\$ 183,800</u>	<u>\$5,221,891</u>
\$ 53,040	\$ 29,068	\$ -	\$ -	\$ -	\$ 380,694
138,098	180,029	-	-	-	320,665
104,027	138,731	-	-	-	247,080
-	-	103,683	-	-	103,683
-	-	-	-	-	-
985,212	-	-	-	183,800	1,169,012
<u>1,280,377</u>	<u>347,828</u>	<u>103,683</u>	<u>-</u>	<u>183,800</u>	<u>2,221,134</u>
-	-	-	1,901,784	-	1,901,784
14,090	13,861	-	-	-	27,951
600,000	-	-	-	-	600,000
30,398	164,182	-	-	-	194,580
-	-	-	-	-	25,425
-	-	-	-	-	88,311
-	-	-	-	-	2,937
-	-	-	-	-	159,769
<u>644,488</u>	<u>178,043</u>	<u>-</u>	<u>1,901,784</u>	<u>-</u>	<u>3,000,757</u>
<u>\$1,924,865</u>	<u>\$ 525,871</u>	<u>\$ 103,683</u>	<u>\$1,901,784</u>	<u>\$ 183,800</u>	<u>\$5,221,891</u>

part of this combined balance sheet.











